

BitLocker Encryption Guide

1. Create User Password (If you haven't already done so):

a. Click the Search button (1) and type "Sign-in options" (2). Select Sign-in options



b. Click "Change" to set your new password.

Settings

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Home

Find a setting

Accounts

RΞ Your info

- Email & app accounts
- 🔍 Sign-in options
- Access work or school
- A₁ Family & other people
- \bigcirc Sync your settings

C Windows Hello

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Sign in to Windows, apps and services by teaching Windows to recognize you.

Windows Hello isn't available on this device.

See how it works and find compatible devices.



Change your account password
Change

🐺 PIN

Create a PIN to use in place of passwords. You'll be asked for this PIN when you sign in to Windows, apps, and services.

Add

2. Activate TPM (Trust Platform Module) Chip:

a. After turning on the computer, repeatedly press **F12** after the Dell logo appears. A message, preparing one-time boot menu..., will show on top right corner.



b. Select BIOS Setup.



c. On the left panel, go to Security – TPM Security.
 On the right panel, check TPM Security and click Apply.



d. Select Activate and click Apply.



e. Exit to restart the computer.

3. Enable BitLocker Encryption:

a. Click the Search button (1) and type "Control Panel" (2). Select **Control Panel (3)**.



b. Select System and Security

| 22 | Control | Panel | |
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c. Under System and Security, click BitLocker Drive Encryption.

| System and Security | | - 0 | x נ |
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| 🕆 🍤 > Control P. | anel > System and Security > V O | Search Control Panel | P |
| Control Panel Home System and Security Network and Internet | Security and Maintenance Review your computer's status and resolve issues Change User Account Control settings Troubleshoot common computer problems | | |
| Hardware and Sound Programs | Windows Firewall Check firewall status Allow an app through Windows Firewall | | |
| User Accounts Appearance and Personalization | System View amount of RAM and processor speed I Allow remote access Launch remote assistance See the name of this computer | | |
| Clock, Language, and Region Ease of Access | Power Options Require a password when the computer wakes Change what the power buttons do Change when the computer sleeps | | |
| | File History Save backup copies of your files with File History Restore your files with File History | | |
| | Backup and Restore (Windows 7) Backup and Restore (Windows 7) Restore files from backup | | |
| | BitLocker Drive Encryption Manage BitLocker | | |
| | Storage Spaces Manage Storage Spaces | | |
| | Work Folders Manage Work Folders | | |
| | Administrative Tools Free up disk space Defragment and optimize your drives Create and format hard disk partitions View event logs Sochedule tasks | | |
| | First Discover (20, 14) | | |



| e. Clicl | < Next to | begin | prepare | drive f | for | BitLocker. | |
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| A | BitLocker Drive Encryption | - 🗆 🛛 |
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| € ∋ - 1 | 🔖 🔸 Control Panel 🔸 System and Security 🔸 BitLocker Drive Encryption 🔹 🖒 Search Control Panel | م |
| Control Pan | × | 0 |
| | 🛞 🏘 BitLocker Drive Encryption (C:) | er. |
| | BitLocker Drive Encryption setup | |
| | When you turn on BitLocker, your computer performs the following steps: | \mathbf{O} |
| | Prepare your drive for BitLocker | |
| | Encrypt the drive | |
| | | |
| | | |
| | | |
| | | |
| See also | What are BitLocker's system requirements? | |
| Disk Manage | | |
| Privacy state | Next Cancel | |

f. Backup personal data before encrypting the drive to prevent data loss, click **Next** to continue.





g. Click Restart now.



h. After the computer restarts, BitLocker Drive Encryption will pop up automatically. Click **Next** to continue.

| E 🎨 BitLocker Drive Encryption (C:) |
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| BitLocker Drive Encryption setup |
| When you turn on BitLocker, your computer performs the following steps: |
| Prepare your drive for BitLocker Encrypt the drive |
| What are BitLocker's system requirements? |
| Next Cancel |

i. You will need an external USB drive to save the recovery key. After you insert the USB drive, click **Save to a file** to continue.

*Highly recommend, if you login using your Microsoft account, use first option (in Blue) to save the key under your Microsoft OneDrive account.

****Important:** Keep this key in a safe place and readily accessible when you need to use it.

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|) | RitLocker Drive Encryption (C:) |
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| | How do you want to back up your recovery key? |
| | A recovery key can be used to a Only use when you are u're having problems unlocking your PC. It's a good idea to have more thrusing Microsoft account place other than your PC. to log in to Windows. |
| | Save to your Microsoft account |
| | → Save to a file |
| | Print the recovery key |
| | |
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| | |
| | What is a recovery key? |
| | Next Cancel |



k. Make sure to select **Encrypt entire drive** for full disk encryption. UTHealth MSIT policy requires all incoming student computers to be encrypted using full disk encryption. Click **Next** to continue.

| ۲ | RitLocker Drive Encryption (C:) |
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| | Choose how much of your drive to encrypt |
| | If you're setting up BitLocker on a new drive or a new PC, you only need to encrypt the part of the drive that's currently being used. BitLocker encrypts new data automatically as you add it. |
| | If you're enabling BitLocker on a PC or drive that's already in use, consider encrypting the entire drive. Encrypting the entire drive ensures that all data is protected—even data that you deleted but that might still contain retrievable info. |
| | Encrypt used disk space only (faster and best for new PCs and drives) Encrypt entire drive (slower but best for PCs and drives already in use) |
| | |
| | Next Cancel |

I. Check Run BitLocker system Check, click Continue.

| ۲ | Reference BitLocker Drive Encryption (C:) |
|---|---|
| | Are you ready to encrypt this drive? |
| | Encryption might take a while depending on the size of the drive. |
| | You can keep working while the drive is being encrypted, although your PC might run more slowly. |
| | Run BitLocker system check |
| | The system check ensures that BitLocker can read the recovery and encryption keys correctly before encrypting the drive. |
| | BitLocker will restart your computer before encrypting. |
| | Note: This check might take a while, but is recommended to ensure that your selected unlock method works without requiring the recovery key. |
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| | |
| | Continue Cancel |

m. Click Restart now.

| A | BitLocker Drive Encryption | × |
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| R | The computer must be restarted | |
| | Restart now Restart I | ater |
| Manage | <u>e BitLocker</u> | |

n. After the computer restarts, the encrypting process will begin. Normally, SSD Hard Drive will take less than 2 hours to encrypt depend on the size of the hard drive. You can still use the computer during the process.

| A | BitLocker Drive Encryption | × |
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| | Encrypting | |
| | Drive C: 0.9% Completed | |
| | | |
| | | Close |
| Mana | <u>ge BitLocker</u> | |

o. Click Manage BitLocker to make sure the encryption is successful.



p. Your computer is now encrypted with BitLocker.

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| () → ↑ ↓ Contr | ol Panel | re Encryption → ♂ Search Control Pane | م ا |
| Control Panel Home | BitLocker Drive Encryption Help protect your files and folders from u | nauthorized access by protecting your drives with BitLoc | Rer. |
| | For your security, some settings are | managed by your system administrator. | |
| | Operating system drive | | |
| | C: BitLocker on | (| $\hat{}$ |
| | | Suspend protection Back up your recovery key | |
| | 6 | Iurn off BitLocker | |
| | Fixed data drives | | |
| | Removable data drives - BitLock | ter To Go | |
| | Insert a removable USB flash drive to us | e BitLocker To Go. | |
| See also | | | |
| PM Administration | | | |
| Disk Management Privacy statement | | | |
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4. Setting up 15 minutes inactive lock out:

a. Click the Search button (1) and type "Lock screen settings" (2). Select Lock screen settings (3).



b. Click Lock Screen. On the right side, click Screen Saver Setting.



c. Change the Wait time to **15 minutes** and check the box for **On resume, display logon screen**. Click **OK** to finish.

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| Screen saver | |
| Screen saver (None) | Settings |
| Screen saver (None) | V Settings Preview |
| Screen saver (None) Wait: 15 | ✓ Settings Preview Minutes On resume, display logon screen |
| Screen saver (None) Wait: 15 - Power manager | ✓ Settings Preview minutes ✓ On resume, display logon screen |
| Screen saver (None) Wait: 15 Power manadur Conserve averg | ✓ Settings Preview minutes ✓ On resume, display logon screen nent y or maximize performance by adjusting display |
| Screen saver (None) Wait: 15 Power manadur Conserve merg brightness and | ✓ Settings Preview minutes ☑ On resume, display logon screen nent y or maximize performance by adjusting display other power settings. |
| Screen saver (None) Wait: 15 Power manadur Conserve merg brightness and Change power s | ✓ Settings Preview minutes ✓ On resume, display logon screen nent y or maximize performance by adjusting display other power settings. settings |