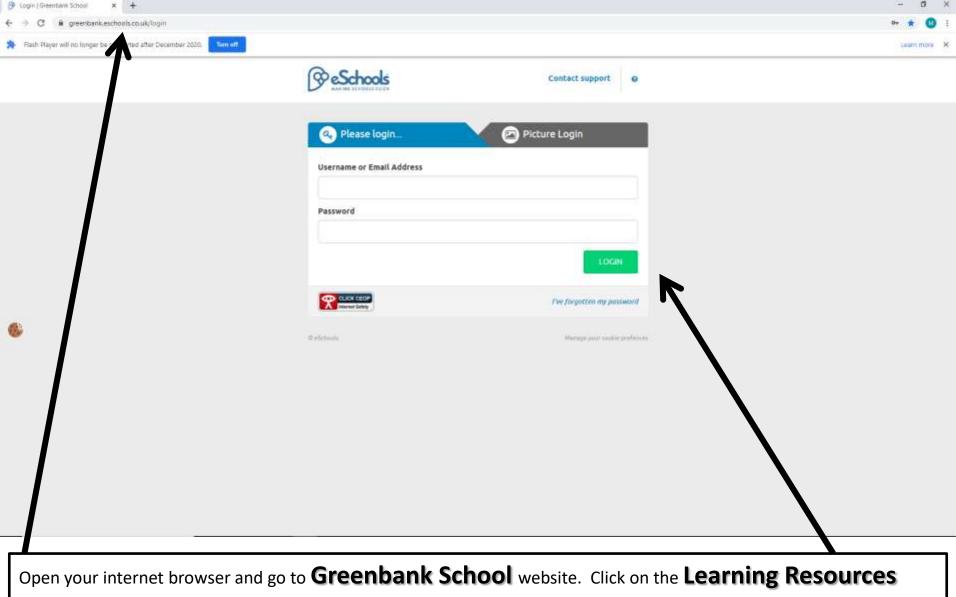
Accessing eSchools

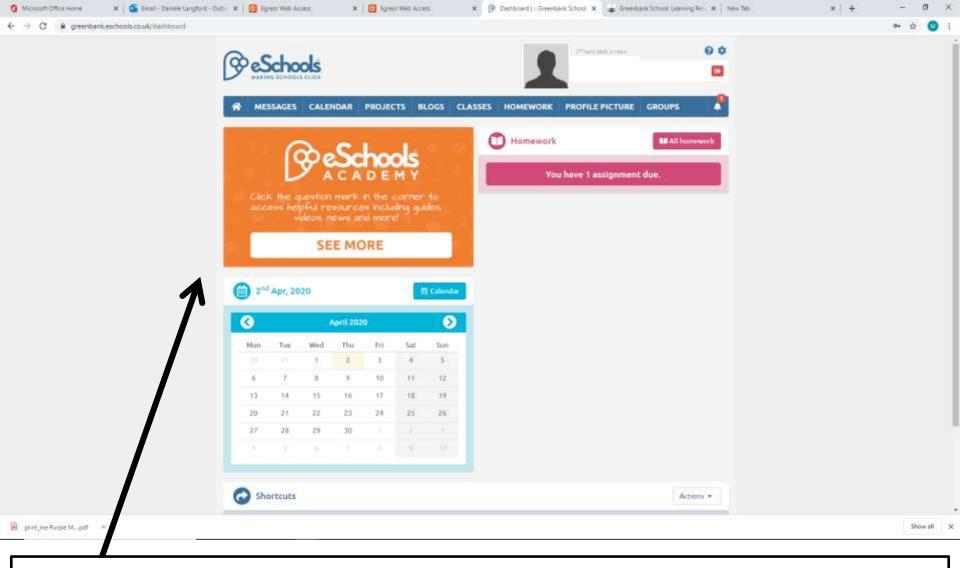
A student 'how to' guide



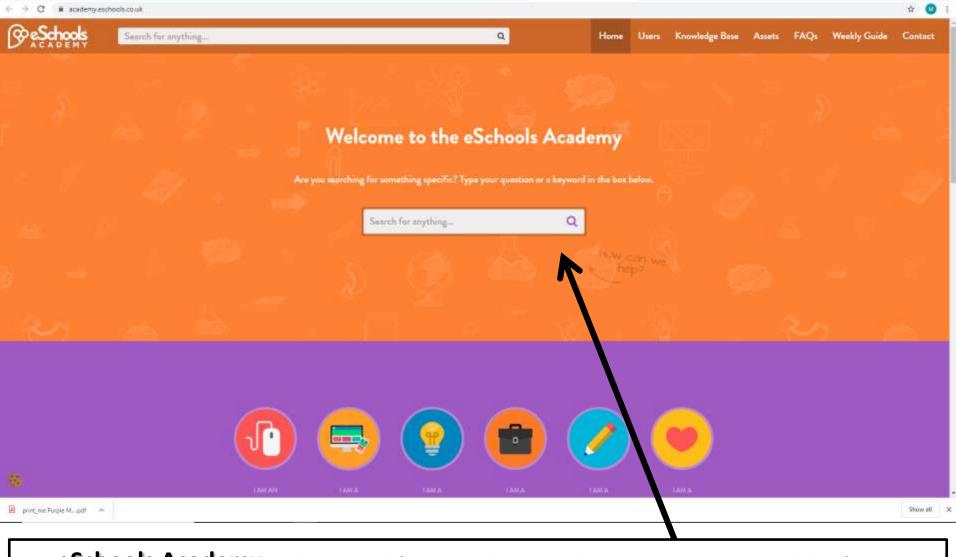
Tab and click on eSchools or follow the link https://greenbank.eschools.co.uk/login

Use the username and password you were sent in the post to login. The user name is your first and second name, separated by a full stop. Your password is a 4 digit number.

Dashboard



Your **dashboard** should look like this. If you click on the **orange box**, it will take you to the help page called eSchools Academy.



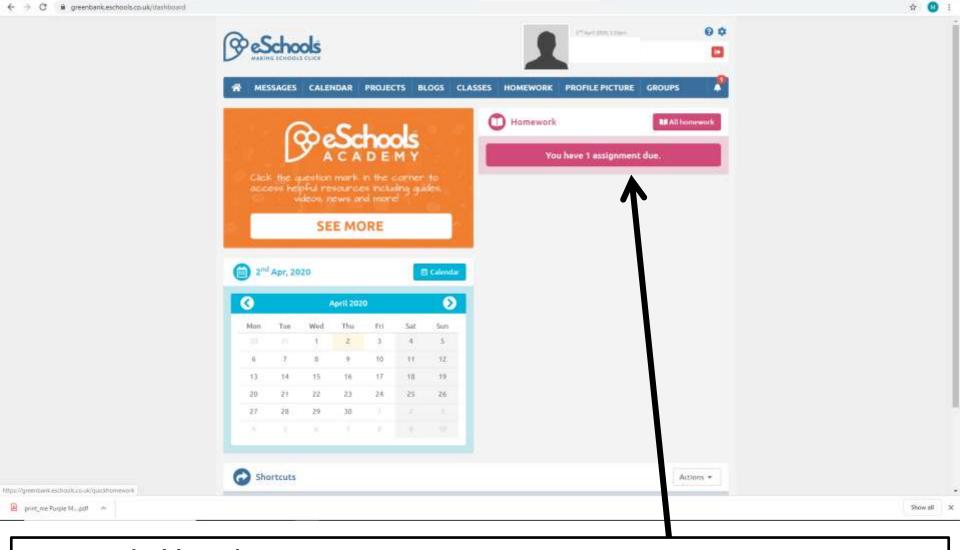
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Your **eSchools Academy** is where you will find help on how to do things. Just type in the search box if you get stuck.

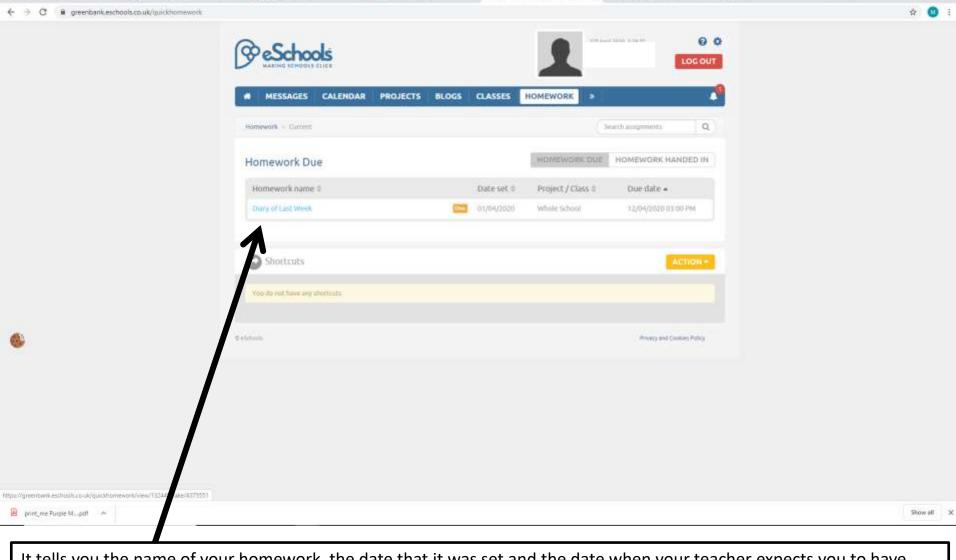


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Back on your **dashboard** you should look at the pink section which has all your homework and projects listed. If you click on the **pink box**, it will take you to the **homework page**.



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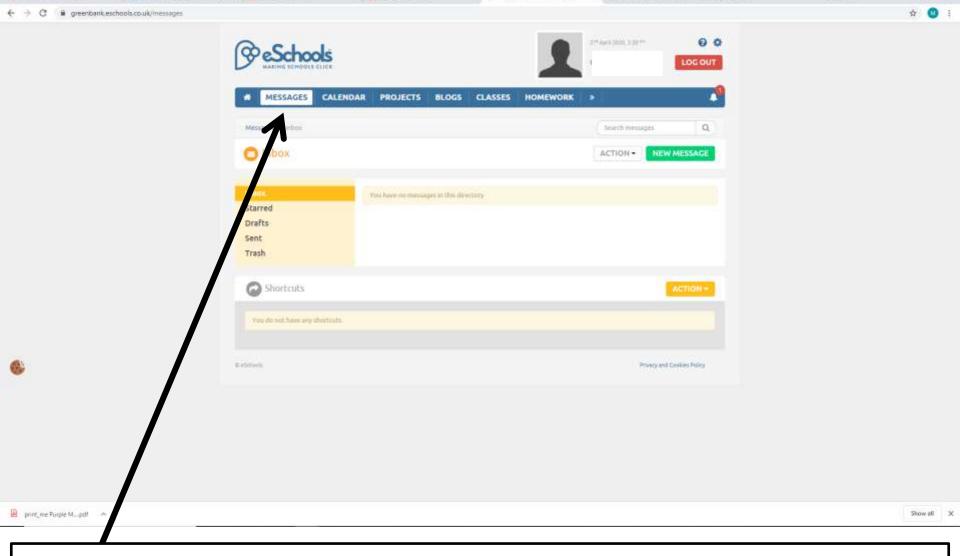
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It tells you the name of your homework, the date that it was set and the date when your teacher expects you to have completed it by. Try your best, and you can always leave feedback if you found the work too easy or too hard, if there is not enough or too little. **Tell your teacher**, then they can help and make sure that the work set for you is just right!

Tabs across the top



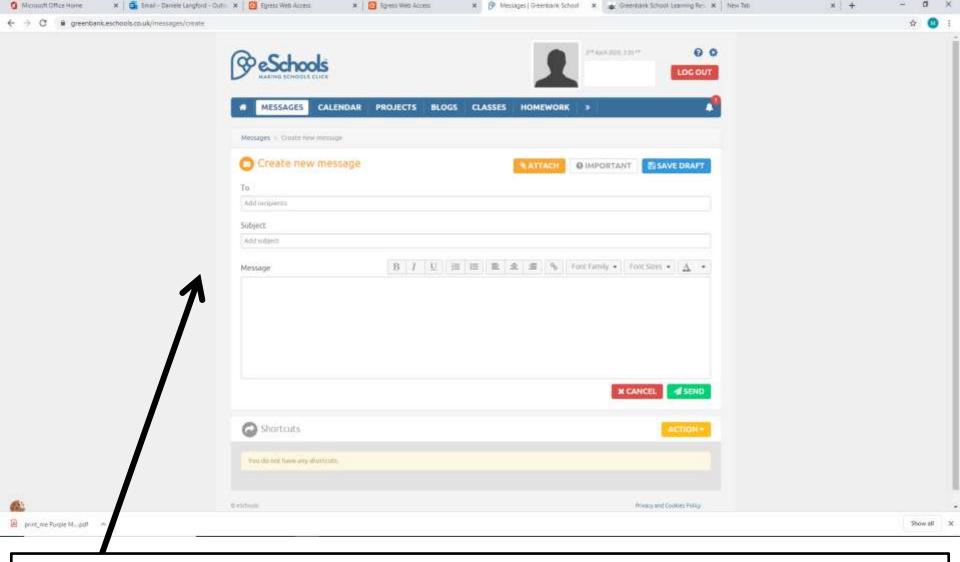
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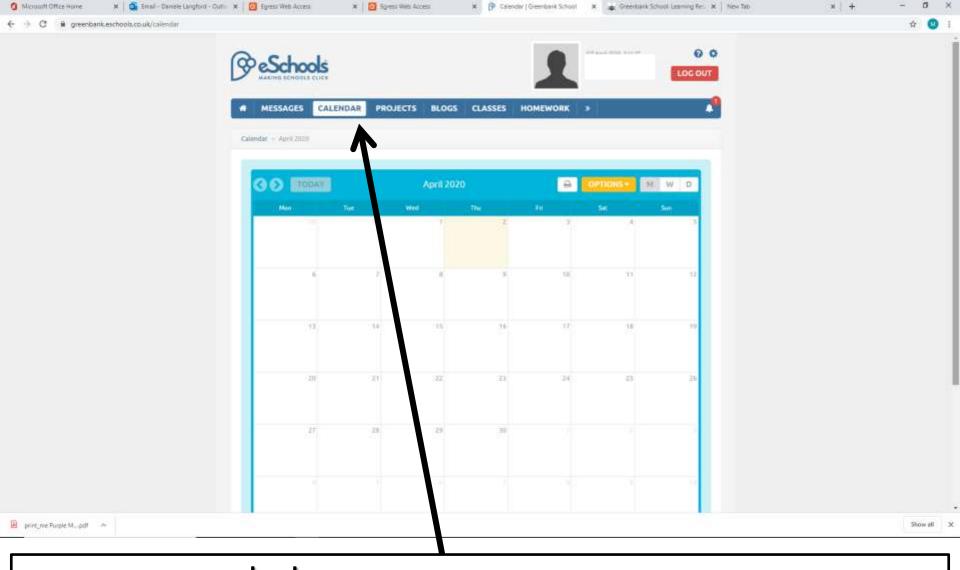
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Your **messages** is where you can read and receive a message to a member of staff if you get stuck with a piece of homework, or want to email them some work that you have been doing at home that you would like to show us.



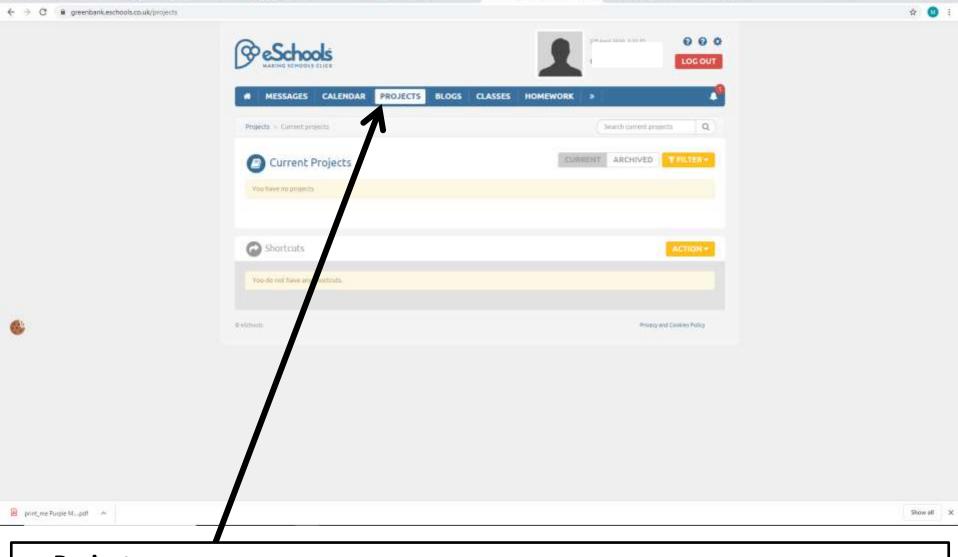
Just treat it like a normal email, type in the teachers name, what it is about in the subjects box and then type your message.



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You can add things to your **calendar**, but for now, I would just leave this tab as it is not needed for your online learning.

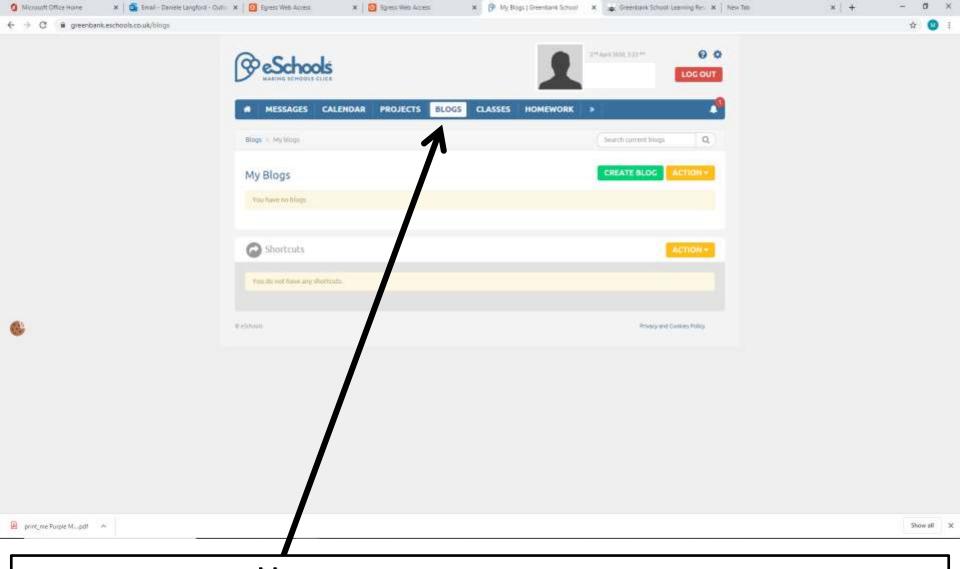


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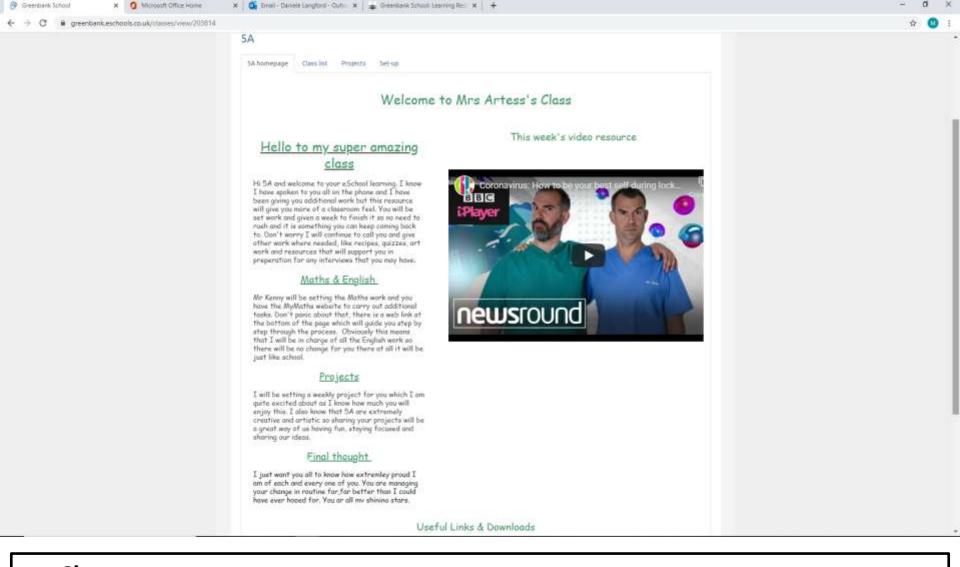
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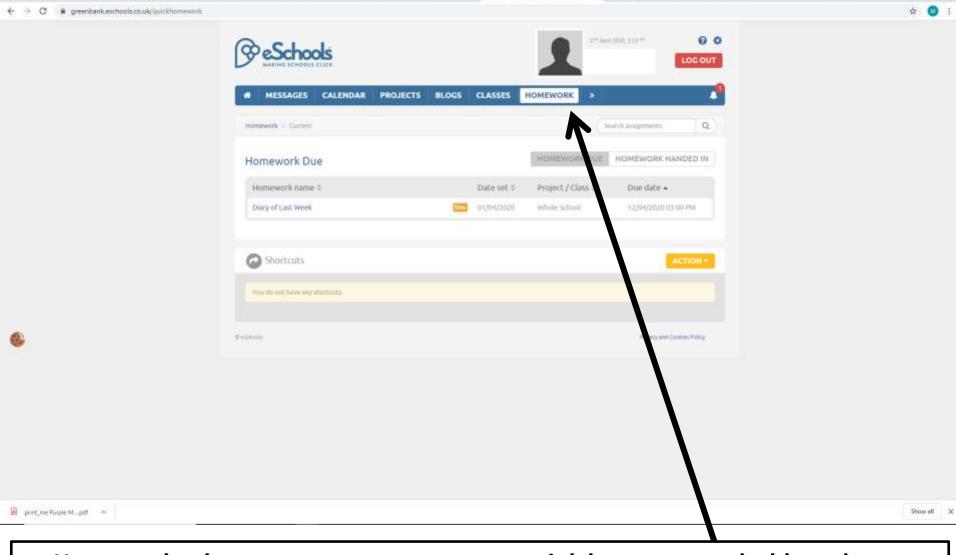
The **Projects**, page shows what projects have been set by your teachers. They normally have a few homework tasks set in them, around particular theme. For example, KS5 have been set projects about space for the first week, and all their homework is about Space.



You can set up and take part in **blogs** with your class, but for now, I would just leave this tab until it is set up by your class teacher.



Your **Classes** tab will take you to your class page. Here you will find information from your class teacher, with useful resources and videos to watch. At the bottom of the page, you will find **useful links and downloads**, which will have the help on how to access your MyMaths too.



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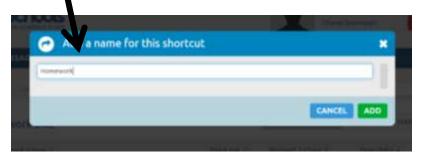
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The Homework tab takes you to the exact same place as the pink button on your dashboard.

Step 1 – Navigate to the page that you want to make a shortcut to. In this example I am using **homework**.

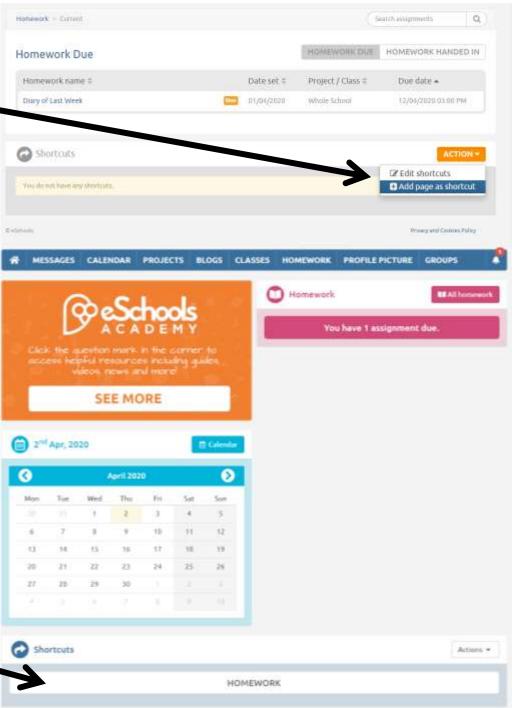
Step 2 – Click on the orange button called **Action** and then **Add page as shortcut**Step 3 – Give your shortcut a name, I've called it **Homework**

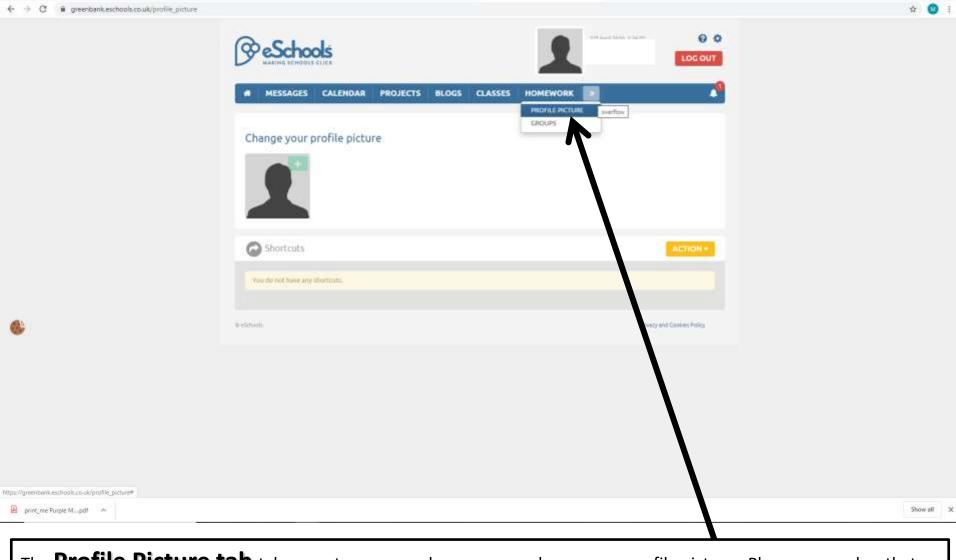


Read me first

You can add a **Shortcut** to the bottom of your page by following these 3 simple steps. The purpose of the shortcut is to make it easier for you to access the parts of the site you use most often.

Now you can see a **Homework** button at the bottom of your **dashboard**





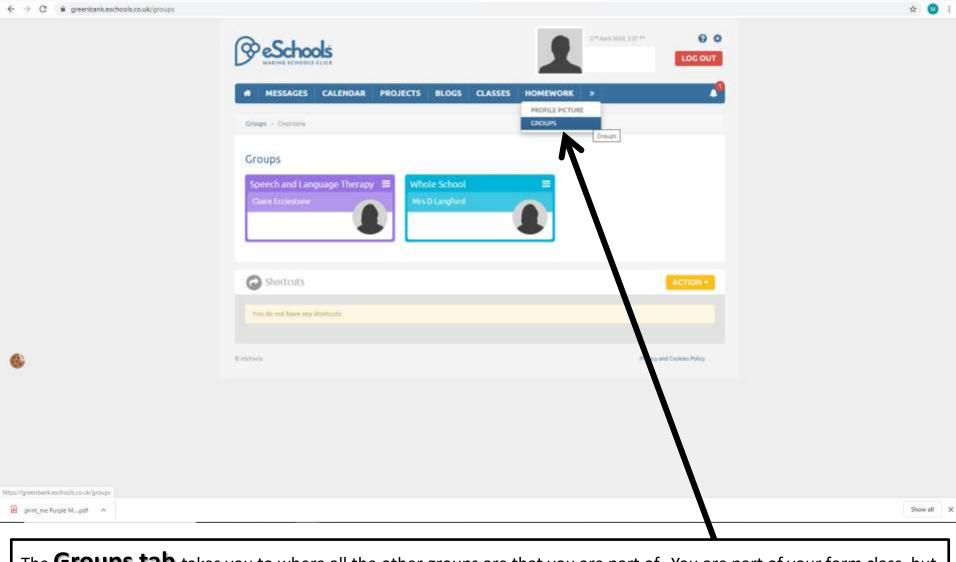
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The **Profile Picture tab** takes you to an area where you can change your profile picture. Please remember that everyone will see this picture, so make sure it is suitable for school use!



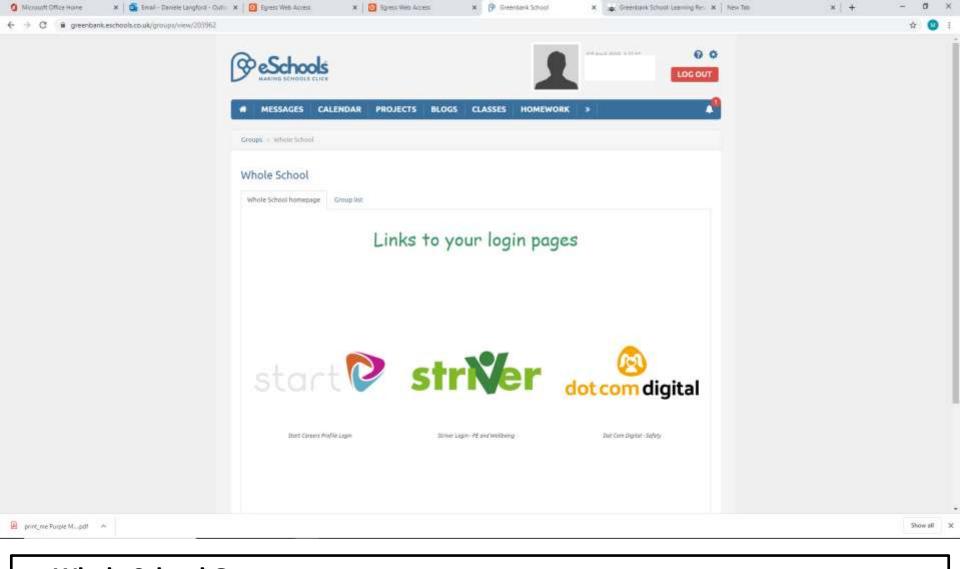
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The **Groups tab** takes you to where all the other groups are that you are part of. You are part of your form class, but also a **Whole School Group**, the **SalT Group** and also teachers will be putting you into work groups just like in school.



The **Whole School Group** takes you to all the links that you will need to access all your online learning. It is a rotating carousel, so keep watching and click on the resource you want to access. Everything can be accessed by your eSchools account, you will just need to use your login details also sent home to you in the post. Your Purple Mash login will allow you to access all your 2Simple accounts – so use the same password and username.

Help

If you need anymore help, then email ol@greenbank.cheshire.sch.uk and you will get answered as quickly as possible.