


How to log into GO 4 Schools


Request a password

<p>Browse to http://www.go4schools.com/ and click on the Schools icon.</p>	
<p>In the First-time User section type in your school email address and request a password. Check your school email account, where you should find an email from GO 4 Schools containing a link to create a password.</p>	<p style="text-align: center;"><input type="button" value="Please send me a password"/></p>

Login

<p>After creating your password and accepting the privacy policy, you'll be taken back to the original login page where you can enter your school email address and new password into the top two input boxes and click the "Log in" button.</p>	<p>Welcome Welcome to the GO 4 Schools login page for Schools.</p> <p>Email address: <input type="text" value="user@school.com"/></p> <p>Password: <input type="password" value="*****"/></p> <p><input type="checkbox"/> Remember my email address</p> <p><input type="button" value="Log in"/></p>
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Change your password

<p>Click on the My settings link in the menu at the top of the page.</p>	
<p>Fill in all three boxes and click the Change button.</p>	<p>Change your password Update your password in the boxes below and click the "Change" button.</p> <p>Current password used to login: <input type="text"/></p> <p>New password to use to login: <input type="text"/></p> <p>Confirm new password: <input type="text"/></p> <p><input type="button" value="Change"/></p>

Link your account to a teacher

Once you have logged on you can link your user account to a teacher in your school's Management Information System. Doing this will provide you with shortcuts to the chosen teacher's groups, reports, timetable etc. in the menu on the left-hand side of the page.

* This step is not essential for using GO 4 Schools and may not be applicable to non-teaching staff.

<p>On your My settings page, highlight your preferred teacher in the list and click on the Choose teacher button. You should now see menu links to that teacher's groups.</p>	<p>Link your account to a teacher You can change this setting as often as you like.</p> <p><input type="text" value="CRAIGEN, C (CRC)"/> <input type="text" value="CREATON, C (CRC)"/> <input type="text" value="DARKEY, D (DAD)"/> <input type="text" value="BROHAN, D (DRD)"/> <input type="text" value="DUDLEY-SCALES, D (DUD)"/></p> <p><input type="button" value="Choose teacher"/></p>
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You can change this setting as often as you like.
Choosing No teacher will remove your selection.

Sign up to receive the GO 4 Schools newsletter

Keep up to date with all the latest features and functionality recently added or due to be added to GO4S.

Tick the box on your My settings page (see above), then click Save.

Please send me the GO 4 Schools newsletter

Logout

When you are finished using GO4S click the Logout link in the top right of the page.

