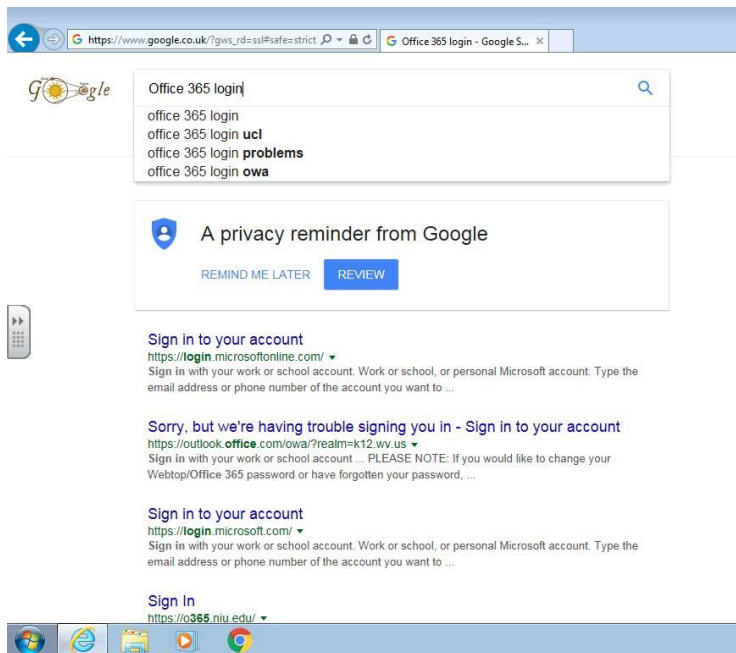


## Microsoft Office 365 (Cloud Services) & Show My Homework Login

All Staff and Students @ Middleton Technology have access to Microsoft Office 365 Cloud services; this is a full online Office suite, with Office download available to Windows PCs and Apple MAC PCs

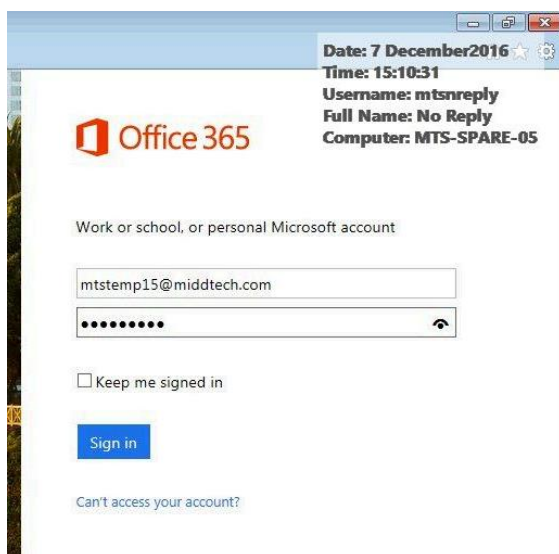
### FROM HOME

1.0 To Login: Search Google, Bing Yahoo or any other search engine for “Office 365 Login” or go to the school website [www.midtech.com](http://www.midtech.com) then Students then “Office 365 Login” you can even type “portal.office.com” in the address bar.



2.0 Login Details, Enter your School email address in full “e.g. [mtsjbloggs15@midtech.com](mailto:mtsjbloggs15@midtech.com)”

This will recognise it is a school account, then enter your School Password to login.

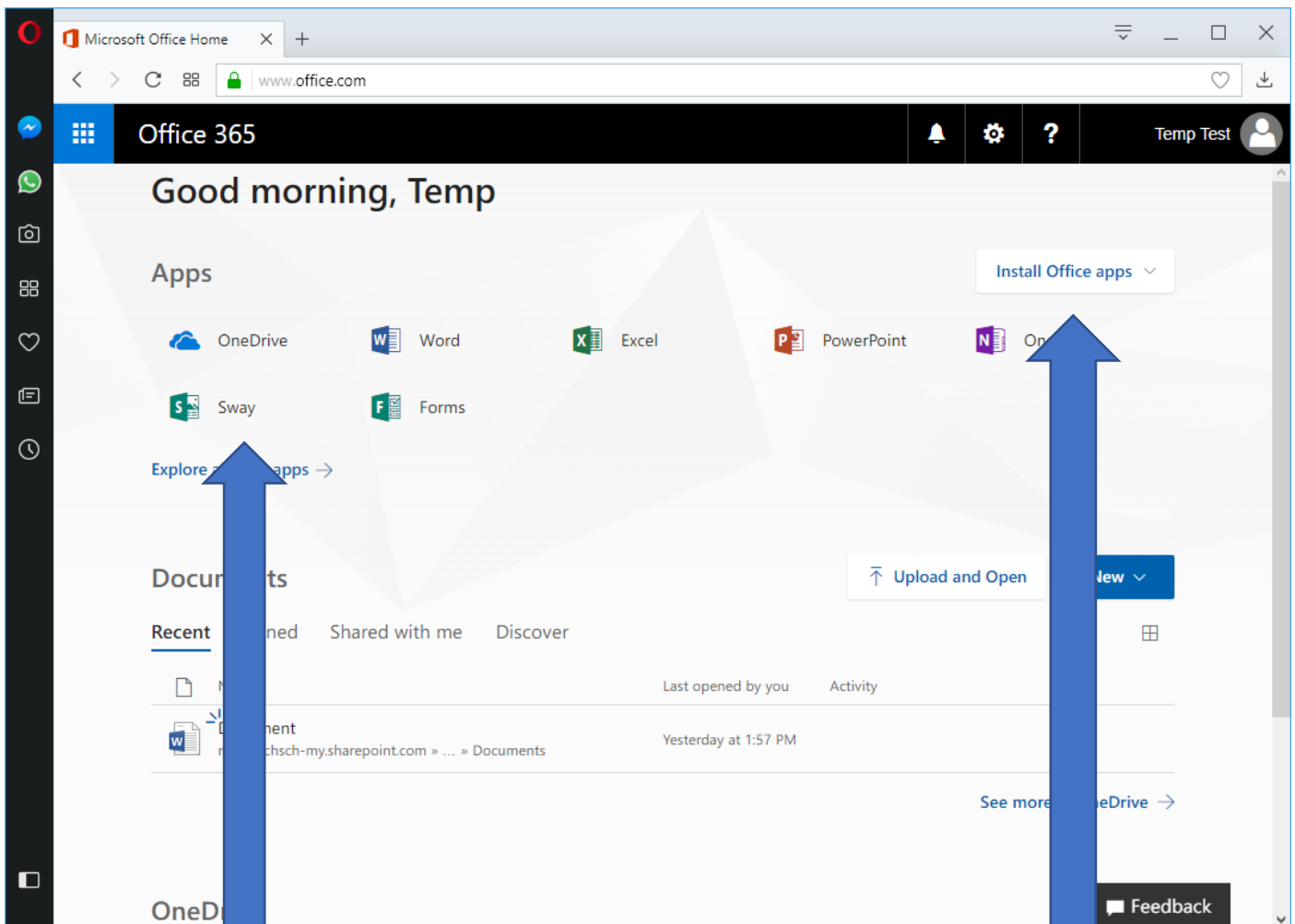


**“IF YOU HAVE DONE THIS PART IN SCHOOL IT WON’T ASK YOU AGAIN. Go to Step 4!”**

3.0 It will ask you Three security question in case you forget your password;

- 1, What Form class are you in
- 2, What Year group are you in (Seven or Eight not yr7 or yr8)
- 3, Who is the Headteacher

4.0 from the home page you can see that you have access to One Drive, Word, Excel, PowerPoint and even available is the Microsoft Office DOWNLOAD for your Computer, Laptop and APPLE MAC at Home.



**QUICK LINKS TO OFFICE ONLINE**

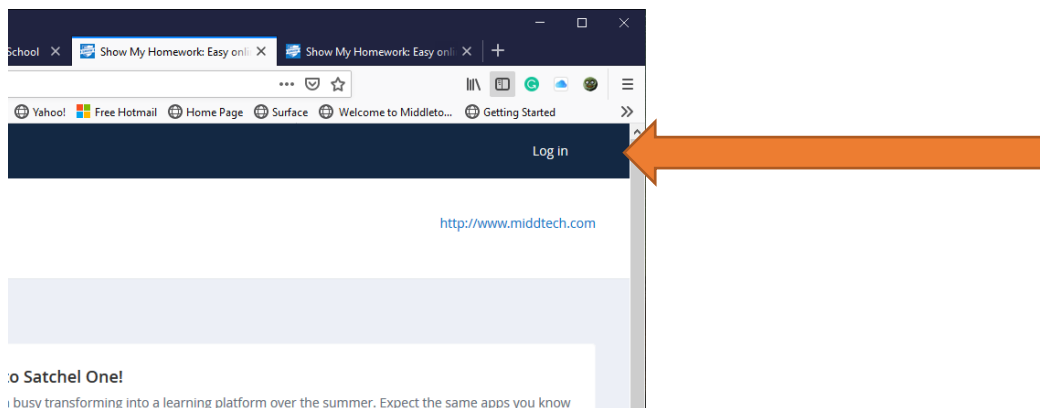
**This will let you download Microsoft Office to your Home Computer/Laptop/Apple MAC device.**

## 5.0 SHOW MY HOMEWORK ACCESS FOR OFFICE 365

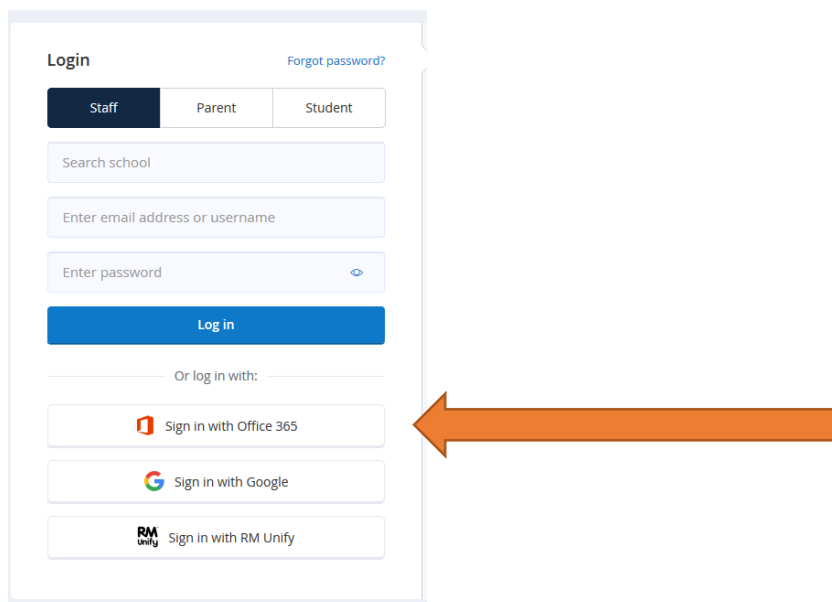
This is very important you must log in to SMHW via the School site @

<https://middleontech.satchelone.com/school/home> this link is also available via [www.midtech.com](http://www.midtech.com) / Students / Show My Homework

THEN CLICK THE LOGIN BUTTON AS NORMAL



This will then take you to the following screen

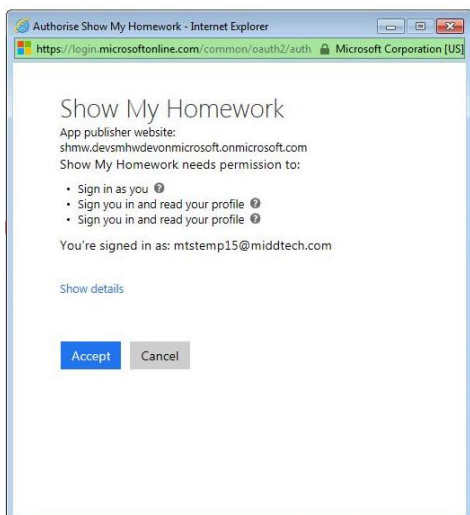


ON THIS SCREEN MAKE SURE YOU LOGIN VIA THE OFFICE BUTTON "office 365"

Login Details, Enter your School email address in full "e.g. [mtsbloggs15@midtech.com](mailto:mtsbloggs15@midtech.com)"

This will recognise it is a school account and then enter your School Password to login.

**Authorise Show My Homework to access your Office 365 account it will then take you into your Show My Homework Account.**



## Parent Login details

All Parents/Guardians will receive a Pin code to enter, this will then enable you to Sign up for a Show My Homework Account so you can monitor the homework your Child receives. It will be in the following format with instructions on how to create your account.

Any problems please email [smhw@middtech.com](mailto:smhw@middtech.com) with details, if you have created your account and then have any issues we will need your username (Email address) and password to resolve any issues.

If you have any issues with the Homework that has been set please email [StudyHelp@middtech.com](mailto:StudyHelp@middtech.com)

PARENT/GUARDIAN	OF STUDENT	YEAR	REG.GROUP
<b>Joe's Guardian</b>	<b>Joe Bloggs</b>	<b>Year 7</b>	<b>7ABC</b>

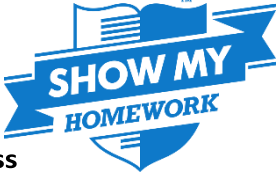
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**Welcome to Show My Homework! Getting started is simple:**

1. Go to [showmyhomework.co.uk/signup](http://showmyhomework.co.uk/signup) or open our mobileapps
2. Enter the code provided below
3. Follow the on screen instructions, making sure you use an active email address

If you already have an account, go to the Edit Profile section of your account and enter this code into the box to link to this student

Parent Code: **4hd4c3r4urry**



Example of the Code you have to enter when signing up.