



satchel:
one

A quick guide to
logging in

Step 1 – Find Satchel One

This will be the same on your mobile phone.

Click on 'Sign in with Office 365'

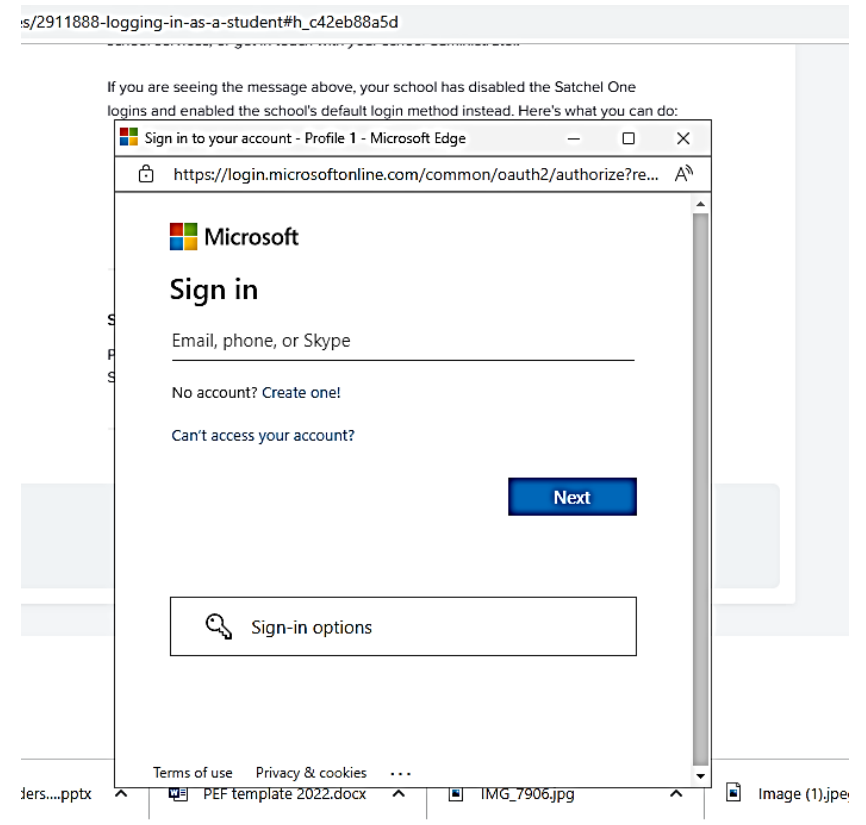
The screenshot shows the Satchel One login page. The URL in the browser is <https://theforestacademy.satchelone.com/school/home>. The page features a navigation bar with the Satchel One logo and a 'Home' link. Below the navigation bar, there are sections for 'Notices', a 'Login' form, and a 'Need help logging in?' section. The 'Login' form includes fields for 'Enter email address or username' and 'Enter password', a 'Log in' button, and a 'Forgot password?' link. Below the 'Log in' button, there is a section for 'Or log in with:' which includes a 'Sign in with Office 365' button. A large red arrow with the word 'NO' points to the 'Log in' button, and a large green arrow with the word 'YES' points to the 'Sign in with Office 365' button. A red 'X' is drawn over the 'Log in' button and its associated fields. A green oval is drawn around the 'Sign in with Office 365' button.

Step 2 – School email and password

1. You will need your school computer login to create your email eg here is mine.

j.Hewitt (computer username)@theforestacademy.co.uk

2. On the next page you enter your school computer password



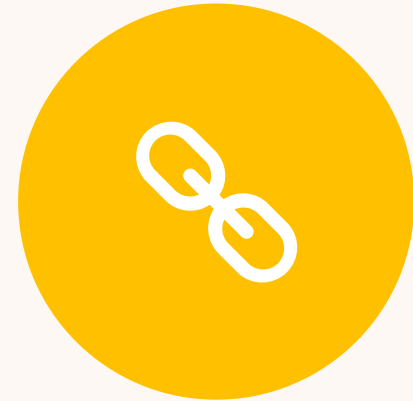
Notes



IF YOU HAVE LOGGED IN AS YOUR PARENTS USING THE PIN YOU WAS GIVEN YOU WILL NEED TO LOG OUT OF THIS. OFTEN YOU WILL BE ASKED TO SUBMIT WORK VIA SACHEL ONE WHICH YOUR PARENTS ACCOUNT DOES NOT ALLOW YOU TO DO.



YOUR TEACHER MAY REFER TO 'SACHEL ONE' AS 'SHOW MY HOMEWORK', THIS IS THE OLD NAME BUT MANY STILL USE IT.



YOU CAN FIND A LINK TO SACHEL ONE ON OUR SCHOOL WEBPAGE.