



## Show My Homework – Pupil Guide

To find out about Show My Homework watch this video

<https://teamsatchel.wistia.com/medias/dh00d23bj#>

### Logging in for the first time

Use the link below to take you to the Show My Homework sign in page

<https://www.satchelone.com/login?subdomain=cirencesterkingshill&userType=student>

- Scroll down until you see a series of boxes on your screen. You will use the **'Sign in with office 365'** so click on that box.
- Follow the instructions on the screen and use your school email address and the password for your email address when asked.
- You can also log in by clicking on the link on the school website. Go to the Pupil Work tab, then click on the Show My Homework icon

### Forgot your password?

If you have an email address linked to your student account, you can request a new password to be sent to your email address. Or contact

[ITT@cirencesterkingshill.gloucs.sch.uk](mailto:ITT@cirencesterkingshill.gloucs.sch.uk)

### Q. My email address was not recognised. What should I do?

If your school email address wasn't recognised, this means we don't have your address on file just yet. Here's what you can do:

- Do you have alternative school email addresses, or perhaps a personal email? Please try that too!
- Ask your parent for a new PIN. They can view this in *Settings > Student management*.
- Contact [office@cirencesterkingshill.gloucs.sch.uk](mailto:office@cirencesterkingshill.gloucs.sch.uk)

### Q. I can no longer access the email linked to my account. What should I do?

- If you no longer have access to the email linked to your account, you can use a Student PIN to update the email to a new one.
- On our main login page, select 'I don't have an account yet'
- Add your school name, a new email address and your PIN
- Click 'I am not a robot' and finally press the 'Sign in' button

### Q. I'm unable to reset my password, I'm seeing an error.

*"Password reset not available, please use the same login details as you do for other school services, or get in touch with your school administrator."*

- If you are seeing the message above, your school has disabled the SMHW logins and enabled the school's default login method instead. Here's what you can do:
- Try logging in with your usual **school username and password**. These are the same as the details you use to unlock your school computer.