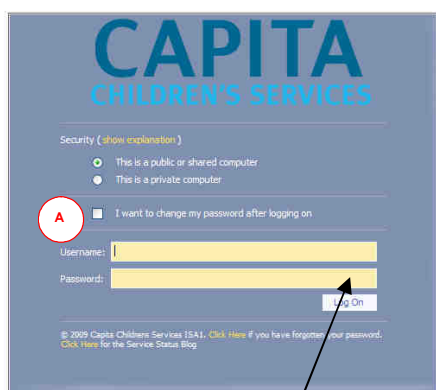
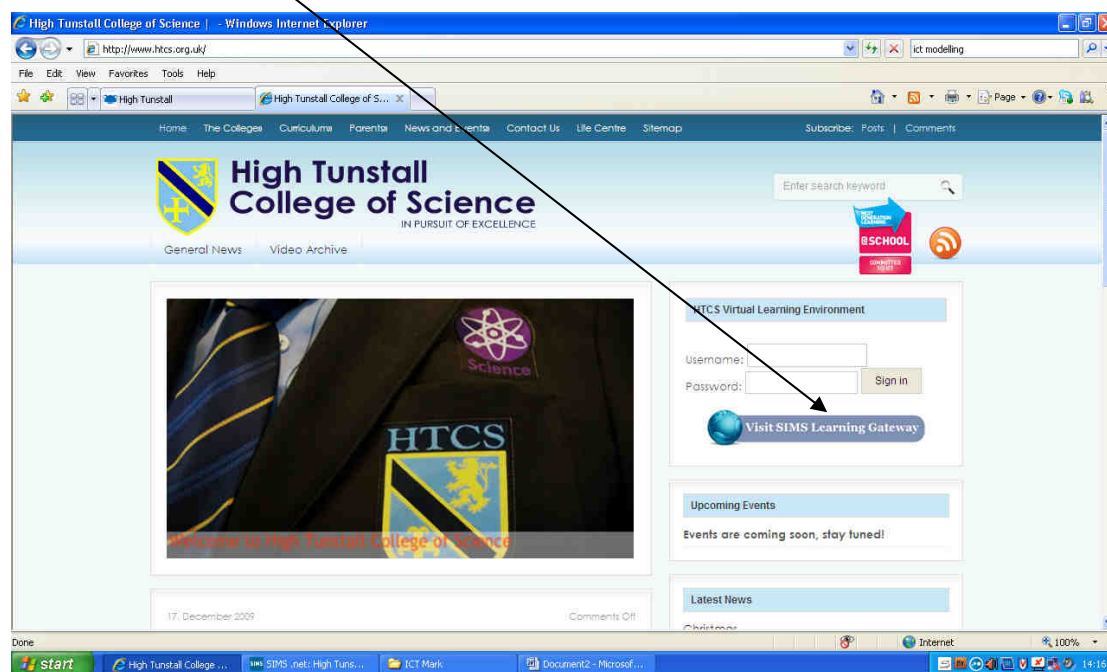


The High Tunstall College of Science Learning Gateway is an online facility that allows you to access information collated, by the College, about you child. To access the learning gateway you need to have internet access and a computer.

To begin go to www.htcs.org.uk

Once there you need to click on the visit learning gateway symbol as indicated below.



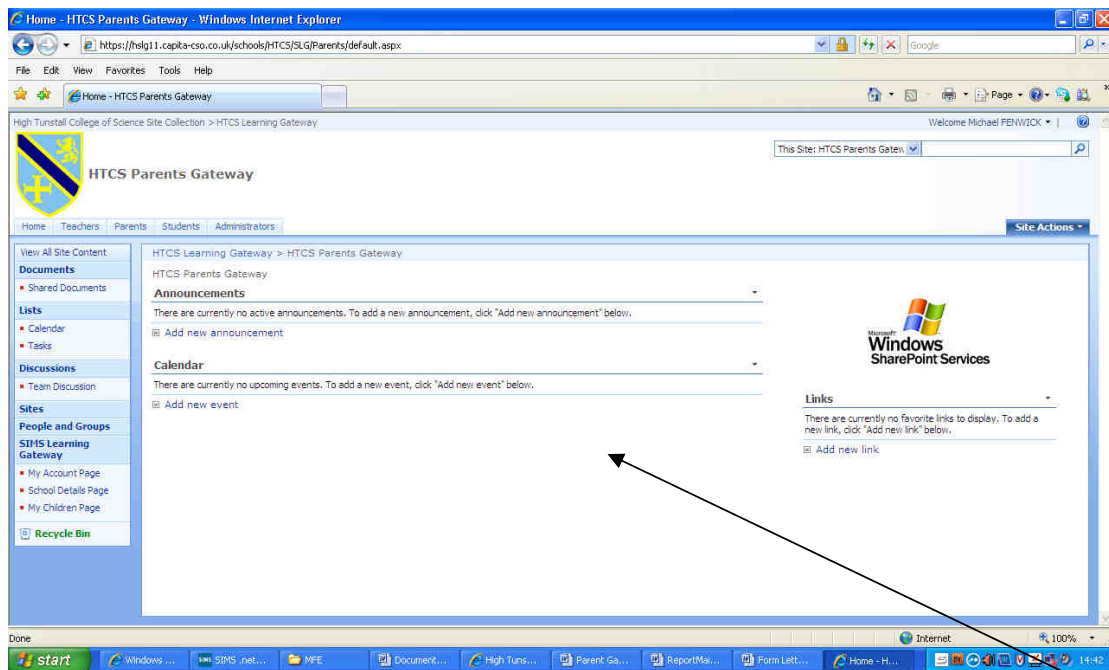
This will bring you to the login page (shown left). From here you enter your username which begins with 'HOSTED\'.

The first time you enter a password it will ask you to change the password to one that is more memorable. The password must be at least 8 characters with one capital and one number e.g. William1.

When you have completed the username and password section click log on.

On the first attempt you will be asked to change your password. If you suspect that some else is using your account you should tick the change password after logging in option shown above marked A when logging in.

On logging onto the site you should see the page below



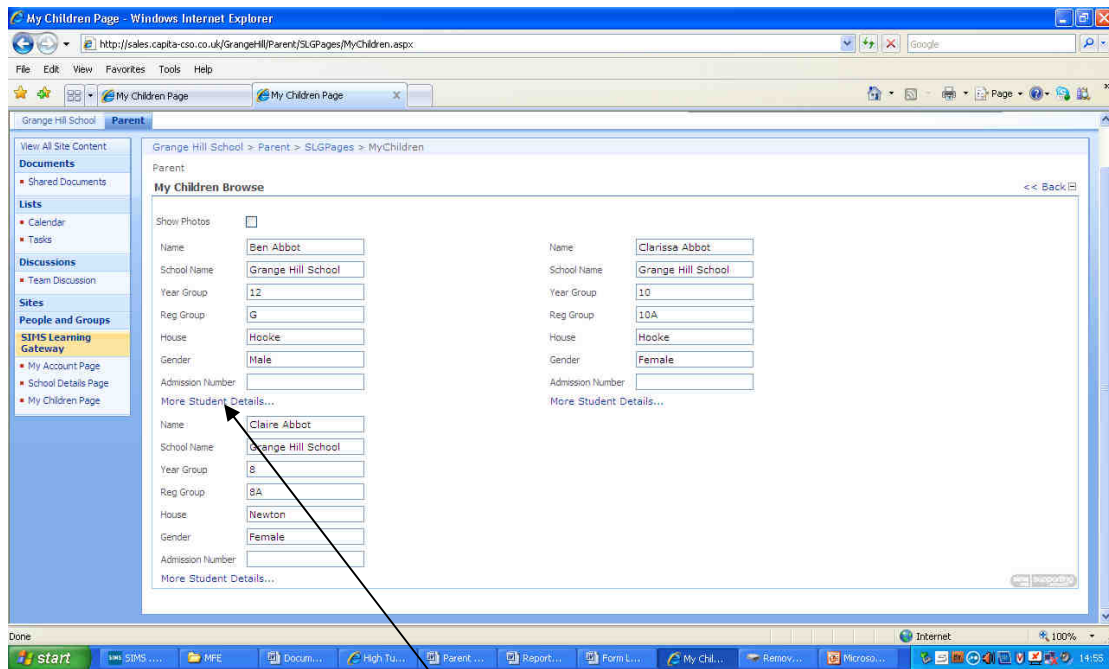
The main options are shown under the Sims Learning Gateway Tab

'My Account Page' is your details as registered at the school. Please check these and contact the College if they are incorrect. Your email address is also required to reset password so if it is

not showing in the email address section then please send a note with your name and your child or children plus your email address into college for the attention of Mr Fenwick.

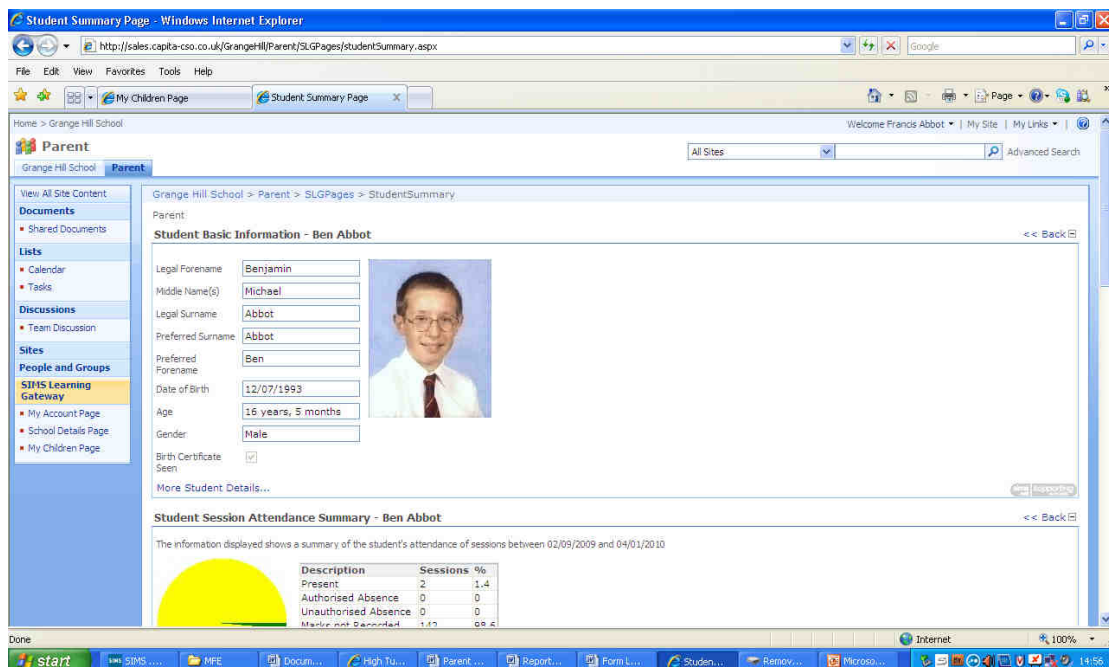
The next option 'School Details Page' is data about the school which allows you to see our main contact information specialism details.

My Children Page takes you into detailed sections on your child or children's College information.



Select the child whose details you would like to view and click on 'More Student Details'

You will then see a summary of your child's attendance, achievement and behaviour and recent grades or levels. *Please note that these sections are being developed at the moment and you may only see a small amount in each section to begin with.*



Seen
More Student Details...

More Session Attendance Details...

Each section can be seen in more detail by clicking on the 'More....' links as shown at the bottom of the previous page.

You can also view your child's timetable at the bottom of this main page.

The College Learning Gateway will be constantly developing and providing you with more information as it develops.

If you have any feedback I would be grateful to receive it through my email mfe@htcs.org.uk or by contacting the college directly. Please do not hesitate to contact me if you have any questions regarding the system. Training events for the Learning Gateway are held annually at the College so please do contact the College to find out when the next event is happening.

A parent / carers training evening for using the internet and the Learning Gateway will be held at the college on Wednesday 20 January 2010 starting at 5.30pm in the Drama Hall moving to computer rooms to explore your access to the gateway and finishing at 6.30pm. The session is limited to 100 parents so please fill out the reply slip or contact the College reception to confirm your place.

Michael Fenwick
Assistant Headteacher E-Learning