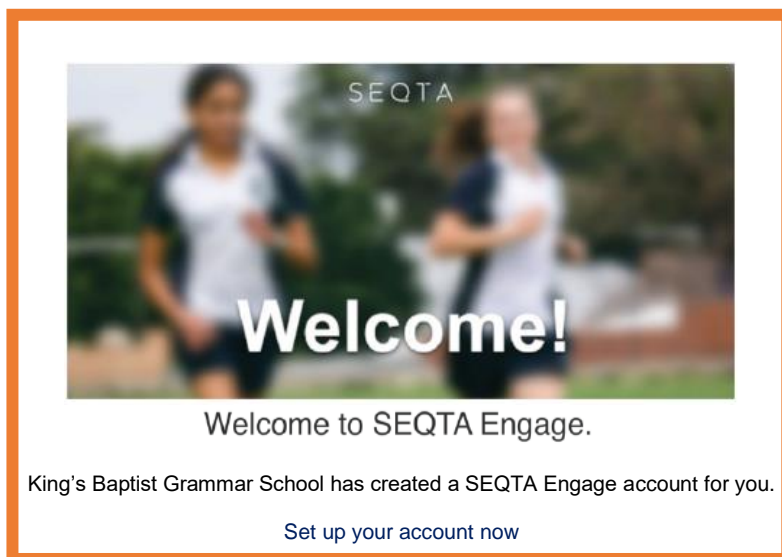


SEQTA Engage

Welcome Email

Your access to SEQTA Engage begins on receipt of an email from King's. This individualised email invites you to set up a SEQTA Engage account. You will also receive a welcome code (QR Code). A copy of this email is illustrated below.



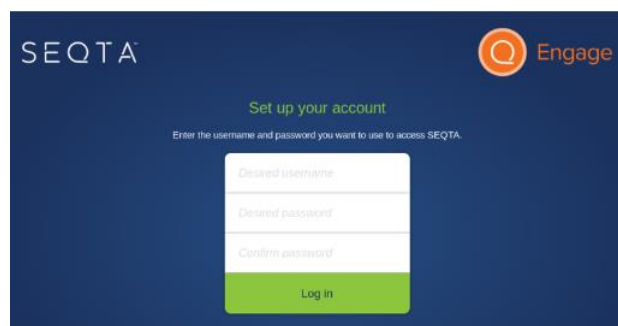
If you do not receive an email, please check Junk or Clutter folders before contacting the SEQTA Engage Help Desk.

**** Please note:** Your personalized email is a onetime email to all parents/caregivers. You will only have one week to complete the set up process

Accessing SEQTA Engage from your Personal Computer

You can connect to SEQTA Engage on your PC directly from the individualised email you have received from King's.

Clicking on the blue highlighted "Set up your account now" will take you to the Log in screen shown below. At this point you can enter your own unique Username and Password.



Type in your username and password and click the 'Log in' button. The password is case sensitive so type it in exactly as you have received in the email you have received.



KING'S BAPTIST
Grammar School

Once you have set your username and password you will be taken to the Welcome page of SEQTA Engage. A permanent link to the King's SEQTA Engage (Parents Portal) login page is available on each of the sub-school learning pages on the King's website – www.kingsbaptist.sa.edu.au

SEQTA Engage (Parents Portal)

The first time you log in it is important that you change your password to a more secure password. Our requirements for strong passwords for students are more than 8 characters and include one of upper case, lower case and number. It is suggested that you have a password of similar strength.

Go to the Settings menu on the left hand side of the page. Type your new stronger password into 'New password' then retype it into 'Confirm your new password' lastly you will need to type the existing password into the 'Old password' textbox and click on 'Save password'.

It is important that you please remember your new password.

Change your password

New password

Confirm your new password

Old password

Save password

Accessing SEQTA Engage from a mobile device or tablet

Before you can access SEQTA Engage on a mobile device or tablet, you must have already set up your SEQTA Engage account on your PC. Once you have done this you are able to download the *SEQTA Engage* app from the appropriate store on your device - Apple or Google - and login directly to SEQTA Engage.

Alternatively, click on the appropriate hyperlink icon on the Welcome email received from King's to access the SEQTA Engage app.



Once you have the app you are able to scan the QR code you received in your welcome email. You can scan a printout of the email or scan directly for a computer displaying the code on the screen.

If there are any issues with the code, choose the 'Manual setup' option, enter the King's SEQTA Engage URL and your username and password.

The SEQTA Engage URL is: <https://engage.kingsbaptist.sa.edu.au/>

Once you have established your SEQTA Engage account a comprehensive User Guide is available on the King's website to assist you in navigating your way through SEQTA Engage and to customize options to suit your individual needs.

Troubleshooting

If you experience any difficulties accessing SEQTA Engage or have any questions, please email or phone Jason McEvan – Jason.McEvan@kingsbaptist.sa.edu.au

King's.
vision of faith.