




1. Welcome Email

Your access to SEQTA Engage begins on receipt of an email from the School. This individualised email invites you to set up a SEQTA Engage account with the School. A copy of this email is illustrated below.



Welcome to SEQTA Engage.

 St Columba Anglican School has created a SEQTA Engage account for you.

2. Accessing SEQTA Engage - Connecting from your Personal Computer (PC)

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

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

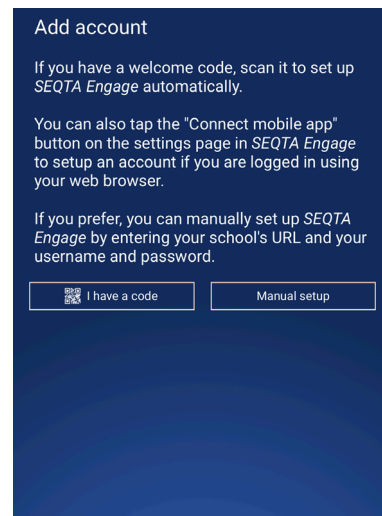


PLEASE NOTE: our personalised email is a onetime email to all parents/caregivers. You will only have one week to complete this process. The School will send reminders to parents/caregivers via SMS prior to this closure date.

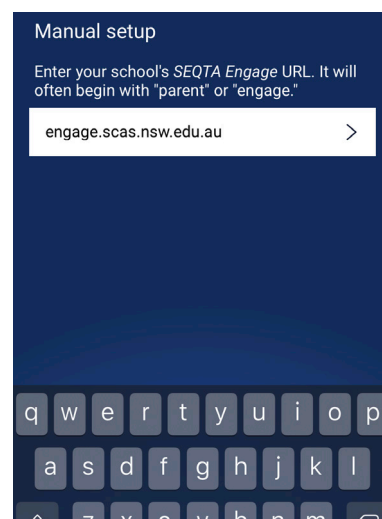
Having set your username and password you will be taken to the Welcome page of SEQTA Engage.

3. Accessing SEQTA Engage - Connecting to the SEQTA Engage Mobile App

Before you can access SEQTA Engage through a mobile app you need to have already set up a SEQTA Engage account on your PC. Then simply download the app from the appropriate store for your device - Apple Store or Google Play - and log in directly to SEQTA Engage. Tap next until the screen shown below appears



Choosing the 'Manual setup' option, enter the School's SEQTA Engage URL and your Username and Password. Screenshots for a Manual set up are shown below. SEQTA Engage URL: <https://engage.scas.nsw.edu.au>



4. Troubleshooting

If you experience any difficulties accessing SEQTA Engage or have any questions, please email the Schools' EdTech Team: edtech@scas.nsw.edu.au