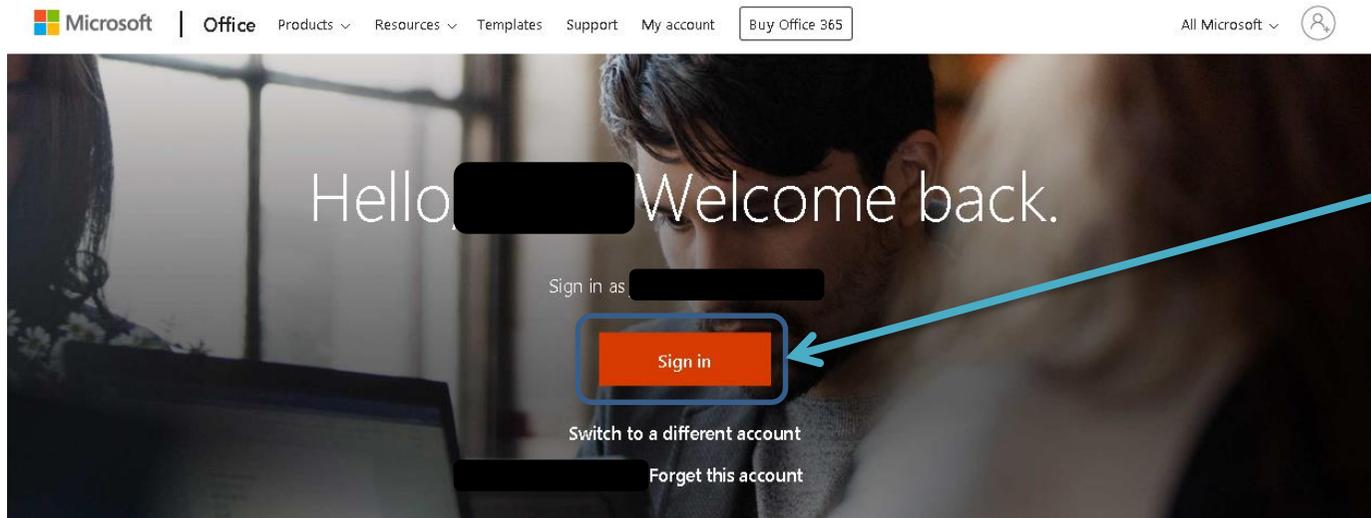


Student Schools Buddy Set Up

Step 1: Log on to your school e-mail:

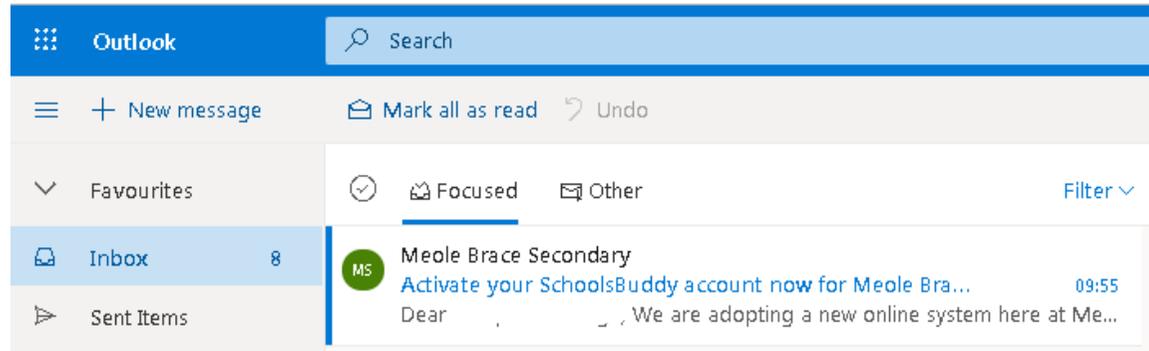
- Type into google 'office 365' and click on the link to the website.
- Click the orange 'Sign in' button on the website
- enter your:
email: this is your MBS number @meole.co.uk – **AN EXAMPLE: mbs123456@meole.co.uk**
Password (This is the same password that you use to log on to a school computer)



Click this button

Step 2: Find an e-mail from schoolsbuddy:

- In your school e-mail you will have an activation e-mail for schools buddy. IT should look similar to the image below.



Click on this link to set up your password

Dear Test Student2,

We are adopting a new online system here at Meole Brace Secondary, powered by SchoolsBuddy and we would ask that you register online to access the system as soon as possible.

The benefits of using our brand new online system are:

- Online consent for events/sign up for after school clubs
- Payment of fees and view your balance
- View diary of confirmed events
- Get venue information and directions
- Receive communications from us.

Please use the link below to complete your registration, which will then allow you to have all the information at your fingertips.

[Click here to register your account and setup your password](#)

Or copy this web address into your browser <https://meole.schoolsbuddy.net/Account/Welcome?t=FUJCPUn%2BZY6nYh%2B%2BW6Fet4XOIsPtggjQNI7GciYzsgMi%2Fu8jTD4na0KH3fdTPckg8FmMmYzez2AnPYBOI5yIV5bZfLJ%2BKAV76cGuzbpSktPfylyNYU1mWIT1wLFVSWUYZdo4kNo3opmqZeTMz89W7hw9qJopgtc3bLUMjOuJpmsUQBZdoDWninkWUOI9IeBdcv3g%3D%3D&email=acjohnson0907%2Bpupil%40gmail.com>

The above link is only active for 21 days.

If you have any questions please feel free to contact us at Meole Brace Secondary.

As this is a new system for us, we are still finding our way around. Please bear with us if there are any issues.

We look forward to seeing you online shortly!

Many thanks,

Meole Brace Secondary and the SchoolsBuddy team.

Step 3: Create you Password



Welcome

Hello Test Studentz .
Welcome, in order to continue you need to supply a new password.

Email address

Set New Password

Passwords must include the elements below to help ensure data security for you and the organisation that you belong to.

- Length (min 6)
- Uppercase (A-Z) character
- Special (!£\$%^&'()*#-)
- Lowercase (a-z) character
- Digit (0-9)

Confirm New Password

Enter your school e-mail address here

Create you password here. You must make sure you password includes the elements listed below

Confirm your password here

Step 4: Sign up for clubs!

Select the tab 'Activities & Clubs' tab at the top and sign up for some clubs for this term!

