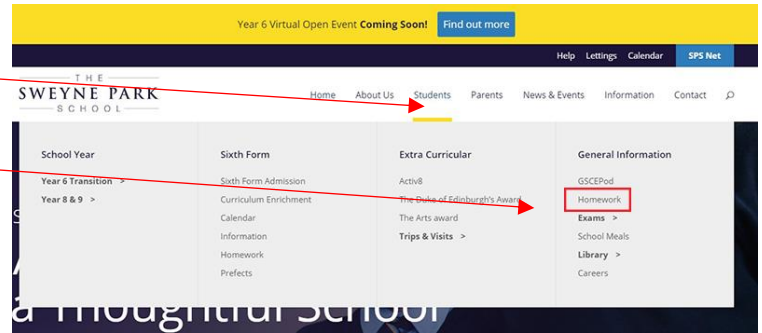


# Using Show My Homework for the first time

1. From the school website

Select **Students**

Select **Homework**



2. Select

**Student**

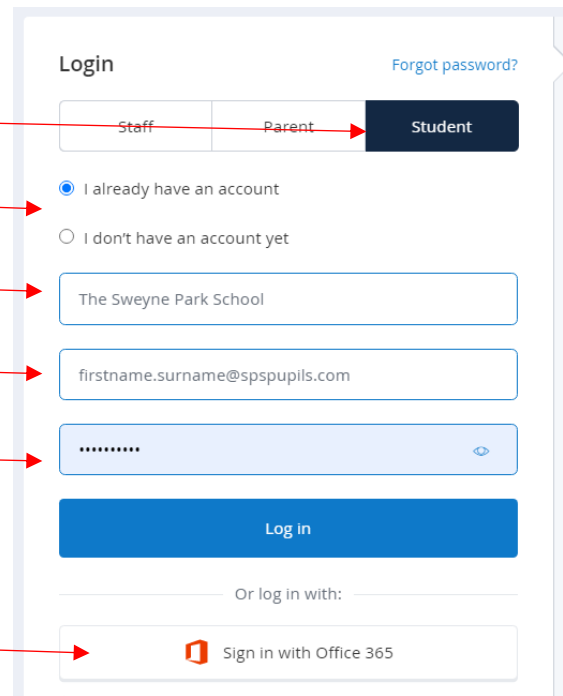
**I already have an account**

**The Sweyne park school**

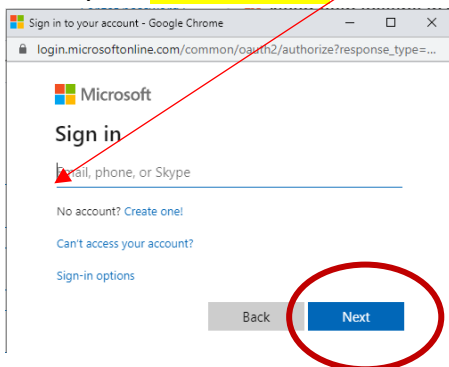
**your email address**

**your password**  
(you need to have changed this in school)

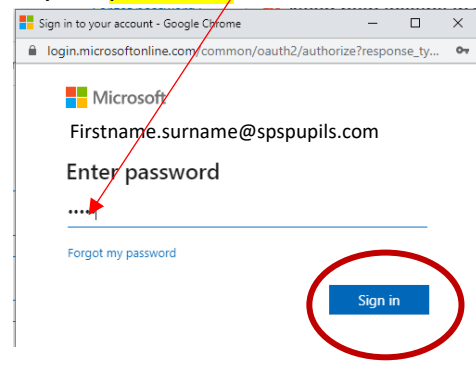
**Click Sign in with Office 365**



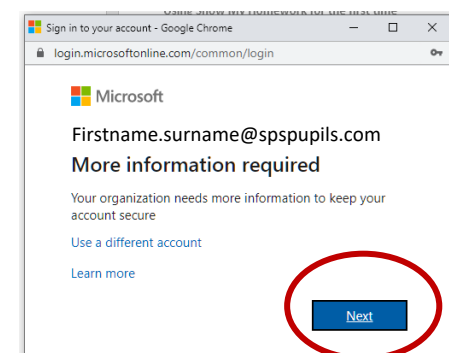
3. Enter your **email address**



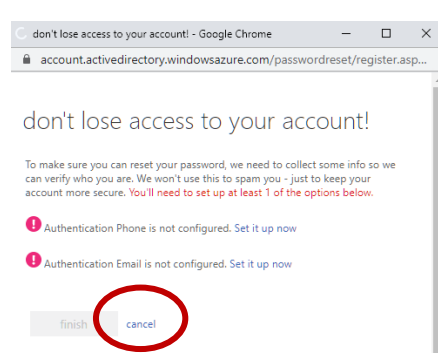
Enter your **password**



4. click **Next**



click **cancel**



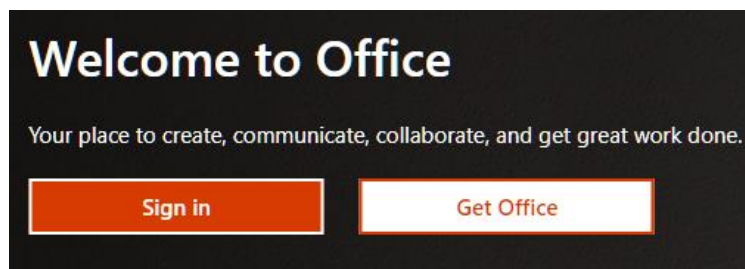
## How to access your school email

1. Type **www.office.com** into the address bar at the top of a search engine (google)



2. Office will open, it may look different.

Click the **Sign In** button



3. Enter your school email address

this is in the format **firstname.surname@spspupils.com**

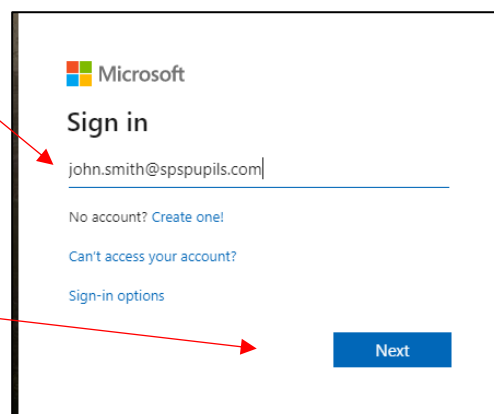
Examples

jane.roberts@spspupils.com

john.smith@spspupils.com

fred.jackson-wood@spspupils.com

Click **Next**

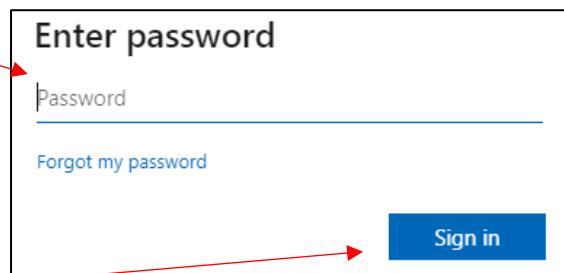


4. Enter your **password**

This is the password you use when you log on to the school computers

*If you are not asked to do this, it means you have got your email address wrong*

Click **Sign in**



5. Click the **Outlook** button to go to your email

