

# PARENTS GUIDE TO NSW DET STUDENT PORTAL

\*Student Emails

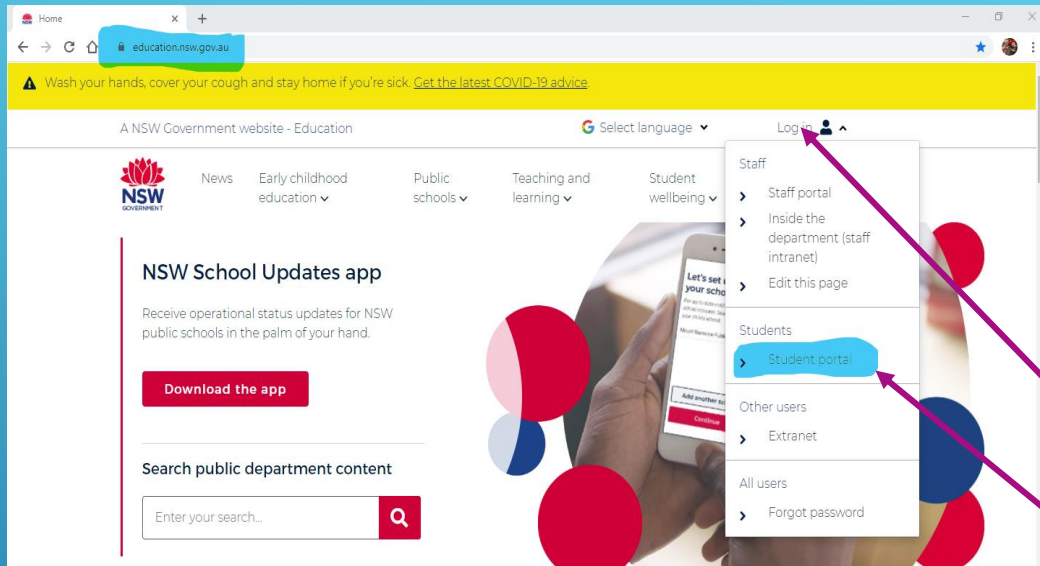
Oliver Library

\*Literacy Pro (Lexile reading)

\*G- Suite (google classroom)

Student User Id – firstname.lastname (number if required). Eg. *jane.smith3*

Student Email Address – Username@education.nsw.gov.au. Eg. *Jane.smith3@ education.nsw.gov.au*



# Student Logon

- ❑ Open internet browser Google Chrome (or edge)
- ❑ [www.education.nsw.gov.au](http://www.education.nsw.gov.au)
- ❑ Log In
- ❑ Student Portal
- ❑ Student User Id and Password that is supplied by the school (please see classroom teacher)

**Login with your DoE account**

User ID

Example: jane.citizen1

Password

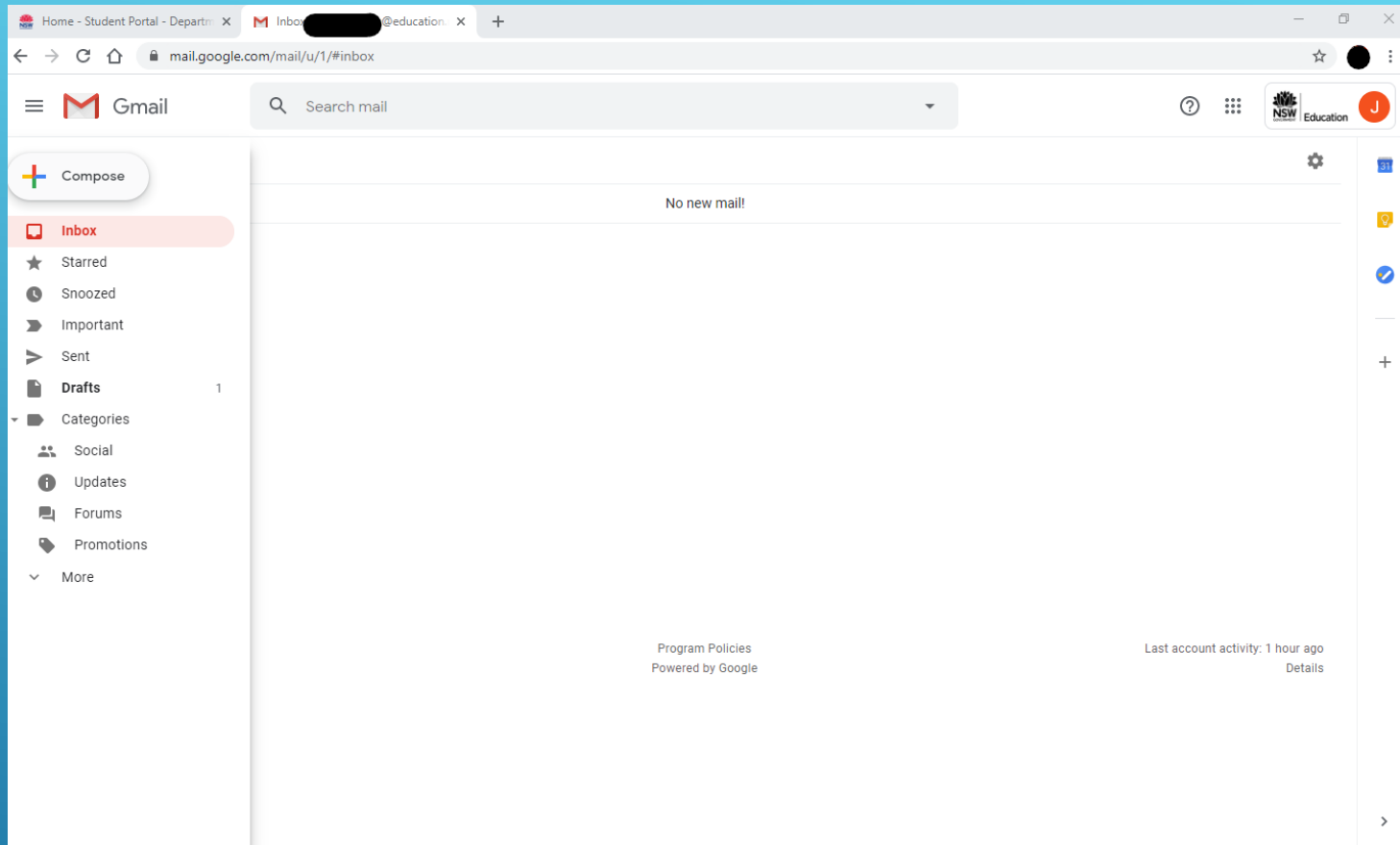
[Log in](#)

[Forgot your password?](#)

# Student Portal

- ❑ 1. Student Emails (page 4)
  - send and receive emails
  - opens up in Gmail format
- ❑ 2. Oliver Library (page 5)
  - can check current books on loan
  - can see what books available to borrow in the library
  - access Literacy Pro – Lexile reading
- ❑ 3. Learning Apps (Click 'Show More')
  - Microsoft Office Suite
  - G Suite (page 7)

The screenshot shows the NSW Department of Education Student Portal. The page has a red header with the text 'Student Portal' and various icons. On the left, there is a navigation menu with items: Home, Email (annotated with a blue box and the number '1'), Oliver Library (annotated with a blue box and the number '2'), Help, Notifications, Change password, Secret Questions, Change Colours, Sign Out, and Feedback. The main content area is divided into several sections: a Search bar with a Google logo and a search input field; a My bookmarks section with a 'List name' input field and a 'Create new list' button; a Learning section (annotated with a blue box and the number '3') containing links for Premier's Reading Challenge, Watch – The Upstander, eSafety, and a 'Show more' button; and a Games section with links for ABC's The Playground and BBC - Games. A purple arrow points from the 'Show more' button in the Learning section to a larger, expanded view of the Learning Apps section. This expanded view lists various educational resources, with 'G Suite (Google Apps for Education)' and 'Microsoft Office 365' highlighted in blue. Other items include ABC LearnOnline, Adobe DoE software download, National Geographic, NSW anti-bullying website, Anti-bullying student survey, Cybersmart Kids Online, Discovery Kids, My School Library (Oliver), Bridgit, and stem.T4L Learning Library.



# Emails

- Compose emails
- Receive emails
- Reply to emails

# Oliver Library

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- ❑ Click arrow next to student's name
- ❑ 1. Shows current books on loan
- ❑ 2. 'Red X' shows the book is unavailable to borrow
- ❑ 3. 'Green ✓' shows that the book is available to borrow
- ❑ 4. Search for a book via title, author etc
- ❑ To log into Literacy Pro (Lexile Reading) Click the Orbit button, top right, next to Logout.

# Oliver Library

4

- ❑ Click on the link under the Literacy Pro Icon.
- ❑ Students have been issued their login details.

Welcome, [Redacted]

Logout

Home Search Pick & Click New My Library Leave Orbit

**Literacy pro**

**Student Login**



<https://slz04.scholasticlearningzone.com/slz-portal/#/login3/AUSDD8V>

**TEACHERS ONLY**

**TEACHERS LITERACY PRO PAGE**

**Welcome to the Library**

You can search your library by clicking on the **Search** button above.

When you are logged in you can click on the **My Library** button above to reserve books, write reviews and more.

**Featured Author**

**Mem Fox**

Mem Fox has written over 40 books including Possum Magic, the bestselling children's book in Australia.

Find Mem Fox's books in the library.

**Library Fun**

**CBeebies**

**CBeebies story time**

**SCHOLASTIC Learning Zone** FIND IT HERE

Welcome to Scholastic Learning Zone

School: Tuggerah Public School 132190 [Change Org]

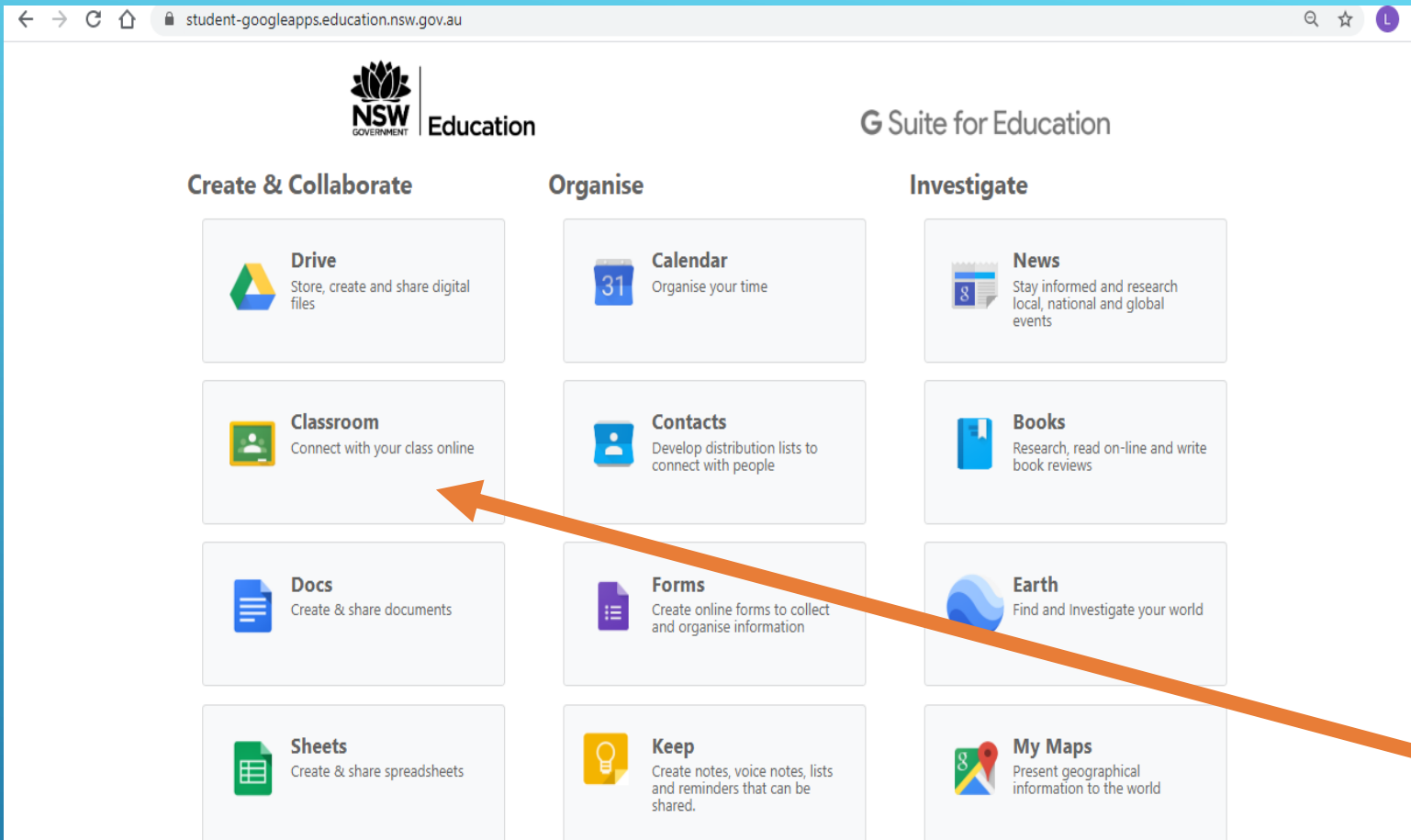
By Clicking Login I agree to and accept the Privacy Policy

Username

Password

Login

If you have forgotten your username or password, please contact your teacher.  
Are you a group administrator? [Click here to login](#)



# G - Suite

- In G-Suite for education, students can access
  - Drive (Cloud based storage)
  - Docs (Google's version of Word)
  - Forms (Create fillable forms)
  - Google Earth
  - Sheets (Google's version of Excel)
  - Google Maps
  - Google Classroom (Virtual classroom, teachers can post work, mark work, set assignments and give comments and feedback in 'real-time')
- Click on Google Classroom

# Google Classroom

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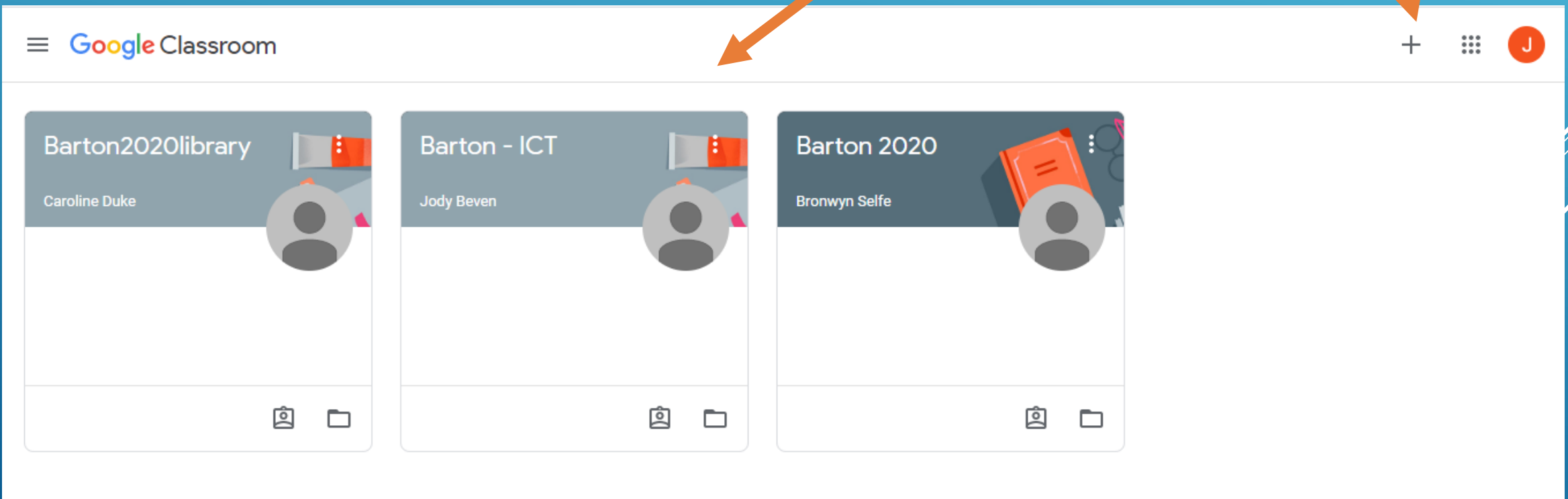
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- This screen shows all the classrooms that your child is in
- If you have been given a code to join a class. Press the + and 'Join Class'





# Google Classroom

- ❑ 1 – All classes the student is in.
- ❑ 3 – Main Page, announcements and communicate with class
- ❑ 4 – Classwork and assignments that have been posted by the teacher.
- ❑ 5 – All students and teachers that are linked with this class
- ❑ 6 – Waffle Button: Quick access to other google apps ie. Google Drive, Google Docs etc

Click on Classwork.

1 3rd hour Science 2

3 Stream 4 Classwork 5 People 6 7

3rd hour Science

8 Upcoming  
Watch for work due soon!  
View all

Share something with your class...

9 View class updates and connect with your class here  
See when new assignments are posted

1 Menu of Classes

2 Current Class

3 Announcements Page

4 Assignments

5 Teacher(s) & Classmates

6 Waffle Button (App Directory)

7 Your account

8 Upcoming Assignments

9 Updates from your teacher

# Google Classroom

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## Classwork

- All classwork and documents uploaded by teacher.
- Click on document and will open in Google Docs, for student to edit and turn in.
- If it does not open in google docs, but onto a new tab in browser, go to next slide.

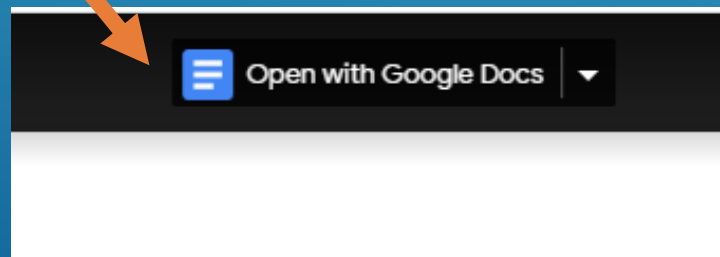
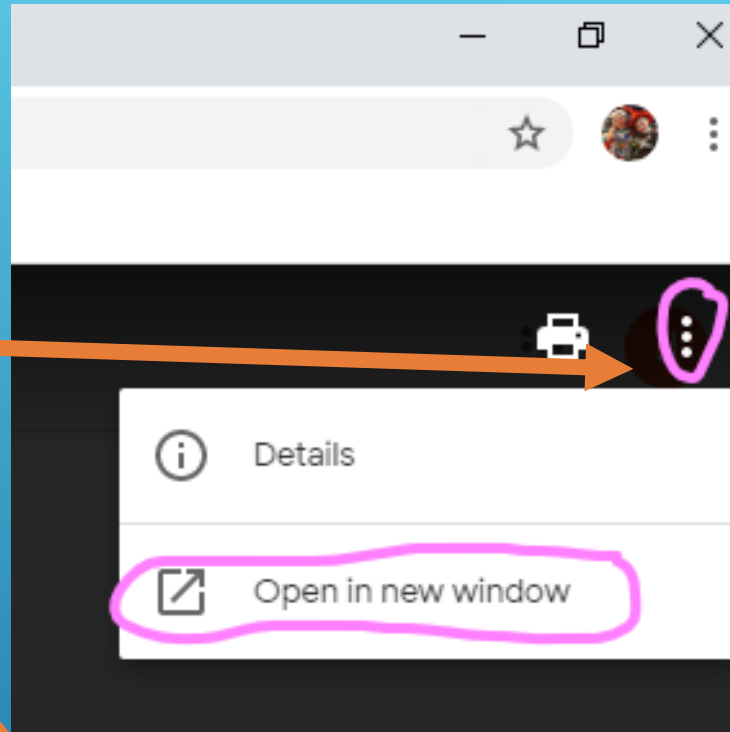
The screenshot shows a web browser window with the URL `classroom.google.com/u/2/w/NTI0NTUwOTM5NzRa/t/all`. The page title is "Barton 2020". The navigation tabs are "Stream", "Classwork", and "People", with "Classwork" selected. Below the navigation, there are links for "View your work", "Google Calendar", and "Class Drive folder". The main content area displays an assignment titled "History - Government" with a "No due date" and a three-dot menu. The assignment was posted on Mar 3 and edited on Mar 22, and is marked as "Assigned". The assignment text reads: "Research the following words and make yourself a glossary:". Below the text is a preview of a document with a blue arrow pointing to a word, "Word", which is highlighted in a dark blue box. The word "Word" is also visible in a separate box below the preview. At the bottom of the page, there is a "View assignment" link and another instance of the "History - Government" assignment card.

# Google Classroom

4

## 1 Classwork

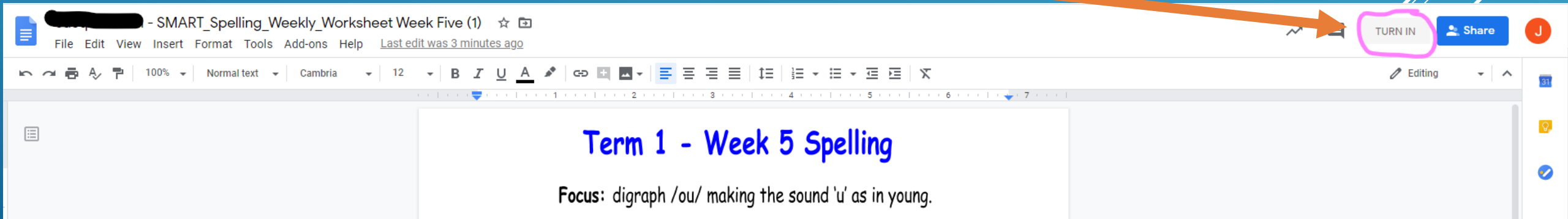
- If it does not open in google docs, but onto a new tab in browser, click the 3 dots in the top right hand corner, then open in new window.
- In new window, click 'Open with Google Docs' in the middle.
- The document now opens in Google Docs and all work that is added or edited by the student is automatically saved.
- The document can be seen in their Google Drive.



# Google Classroom

## Turning in Completed Classwork

- When complete work is ready to submit to teacher there are 2 different ways to Turn In depending on document.
- If the document has a TURN IN button, click that.



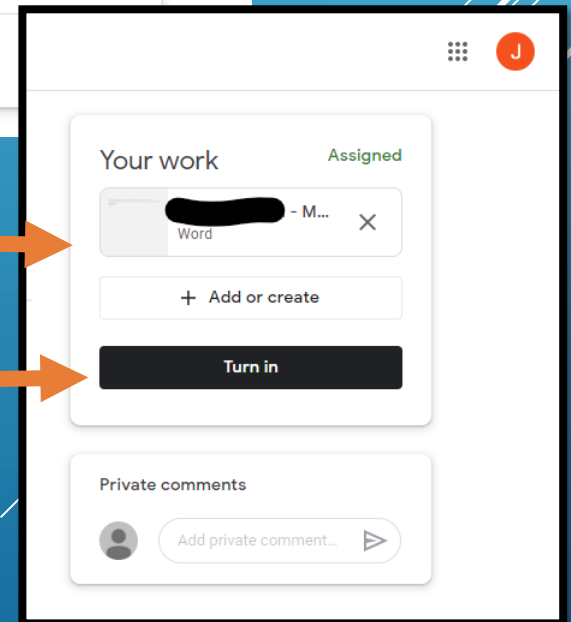
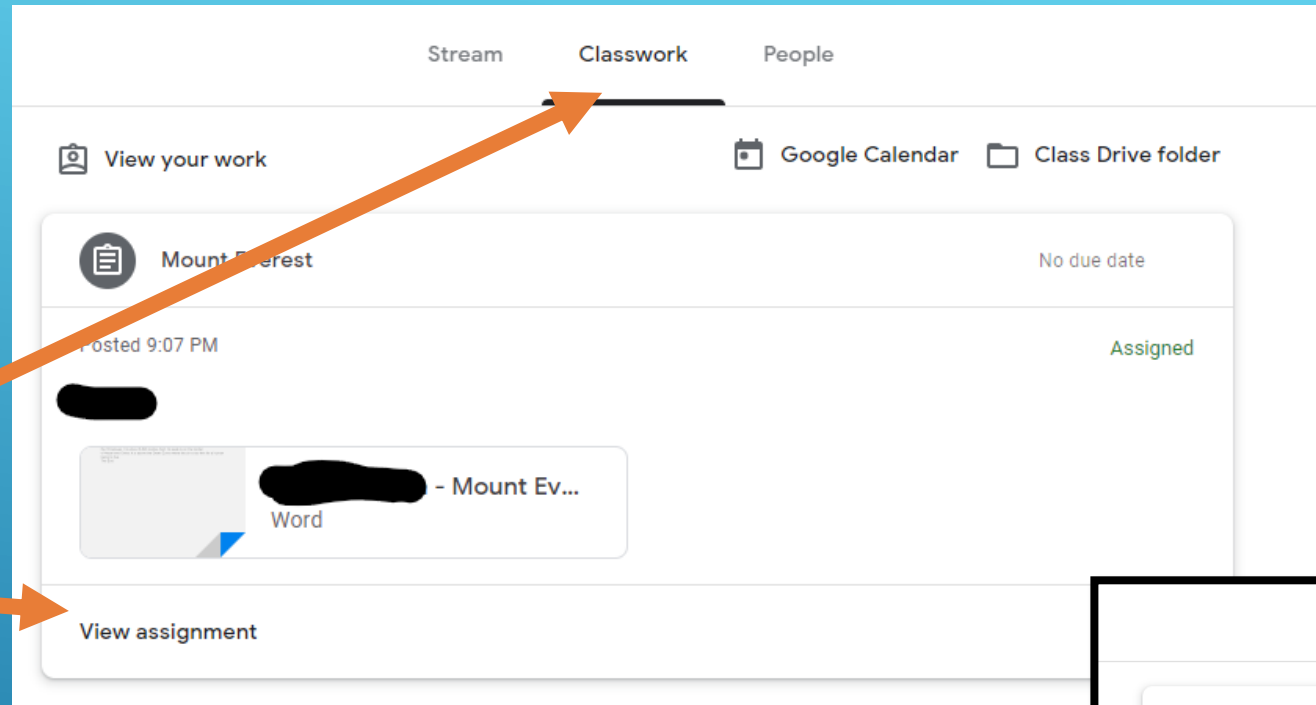
The screenshot shows a Google Docs interface for a document titled "SMART\_Spelling\_Weekly\_Worksheet Week Five (1)". The document content includes the heading "Term 1 - Week 5 Spelling" and the text "Focus: digraph /ou/ making the sound 'u' as in young." In the top right corner of the document, a "TURN IN" button is circled in pink, and an orange arrow points from the text "click that." in the list above to this button. Other visible elements include the "Share" button, a user profile icon, and the Google Docs toolbar.

- If it does not have a TURN IN option, go to next slide.

# Google Classroom

## 4 Turning in 1 Completed 2 Classwork

- Once you are ready to submit your work and if there is no TURN IN button on your doc, go back into your Google Classroom.
- Click on Classwork
- Then View assignment.
- A Turn In box will appear in the next window on the right. Your completed work will be showing in the box, hover over the top for the file name to appear and make sure it is the correct Doc.
- Press the black Turn In Button, confirm on the pop-up box
- Black Turn In box will now be white with Unsubmit. Your work has now been submitted to your teacher.



# Google Classroom

4

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2

2

1

## Helpful You Tube Links

- ❑ <https://www.youtube.com/user/eduatgoogle>
- ❑ <https://www.youtube.com/watch?v=TbCAzdTGAvY>
- ❑ <https://www.youtube.com/watch?v=jMWrsRNveSI>