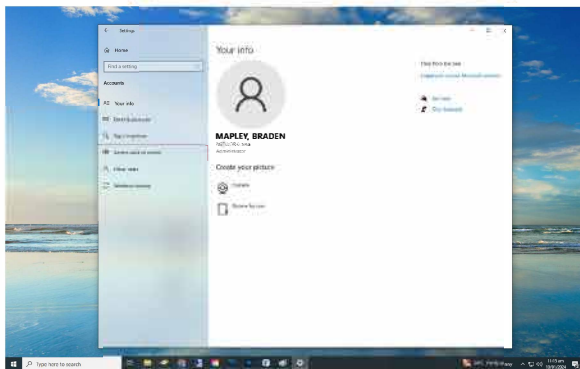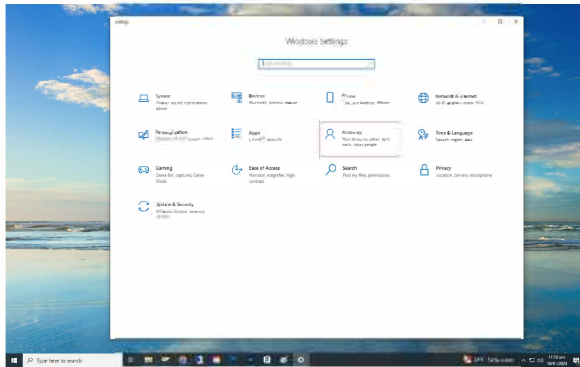SPOTSWOOD COLLEGE
TE KURA TUARUA O NGĀMOTU

FOR WINDOWS LAPTOPS

STEP 1 Press ⊞ + I to get to settings and then click accounts

STEP 2
Click on **'Access work or school',** or if on Windows 11 **Email & accounts** then click on **'Add a work or school account'.**

STEP 3 Click **connect,** this will then take you to a Microsoft sign in. You can then put in your student login details, once completed click **done**