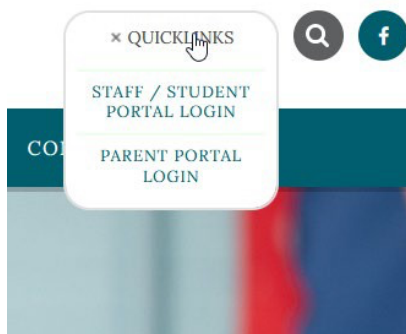




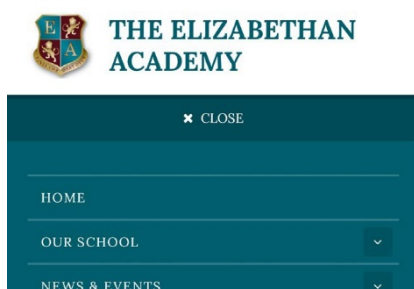
Dear Students,

Please follow the instructions below to login to Arbor for the first time from home. (If you are logging into Arbor for the first time in School, open you web browser and skip to step 5):

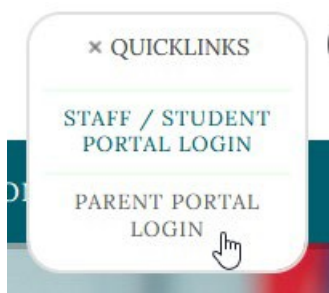
1. Go to the school's website (<https://www.elizabethan.notts.sch.uk/>)
2. DESKTOP USERS – Click on the 'Quicklinks' button at the top right of the page



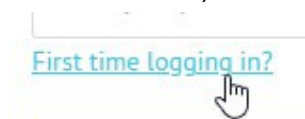
MOBILE USERS – Click on the menu at the top of the screen



3. Select 'Staff / Student Portal Login'



4. Login to RM Unify with the same details you use to login to the school computers
5. Click on Arbor MIS tile
6. In the bottom left, select 'First time logging in?'



Principal: **Mr Tom Crowther** Chair of Governors: **Dr Derek Cheetham**


Hallcroft Road, Retford, DN22 7PY T: 01777 713700 E: office@elizabethan.notts.sch.uk W: www.elizabethan.notts.sch.uk



7. Enter your school email address

8. Check your email inbox for the 'Change your Arbor password' email. (If you can't find the email, check your junk/spam folder)

Change your Arbor password

 The Elizabethan Academy <password-reset@arbor-education.com>
To: Mr B Reid

Hi Ben,

We've just received a request to change your password on your Arbor account.

If you requested this password change, please click the link below to set your password:
<https://elizabethan-notts.uk.arbor.sc/auth/change-password/id/11831/hash/MzBhMDMzOGITODhmZS00ZTI3LTk4YiMNTc5MWEkMmYzOTQzLjE2NDgwNTE1MDk=>

Use your email address when you log in next time:
Username: reidb@elizabethan.notts.sch.uk

If you didn't ask to change your password, you can ignore this email. No changes will be made to your account.

All the best,
Team Arbor

9. Click on the link and follow the onscreen instructions to setup your password

Create password

Create password

Please correct your errors:
 The two entered passwords do not match.
 The password must be at least 8 characters in length.
 The password must contain at least one letter.
 The password must contain at least one number.
 The password must contain at least one lowercase and one uppercase letter.

10. You should now be able to login to your account

11. Once logged in, accept the Terms of use policy

If you have any issues along the way, feel free to contact the IT Support team - helpdesk@elizabethan.notts.sch.uk

Kind Regards,
IT Support Team

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