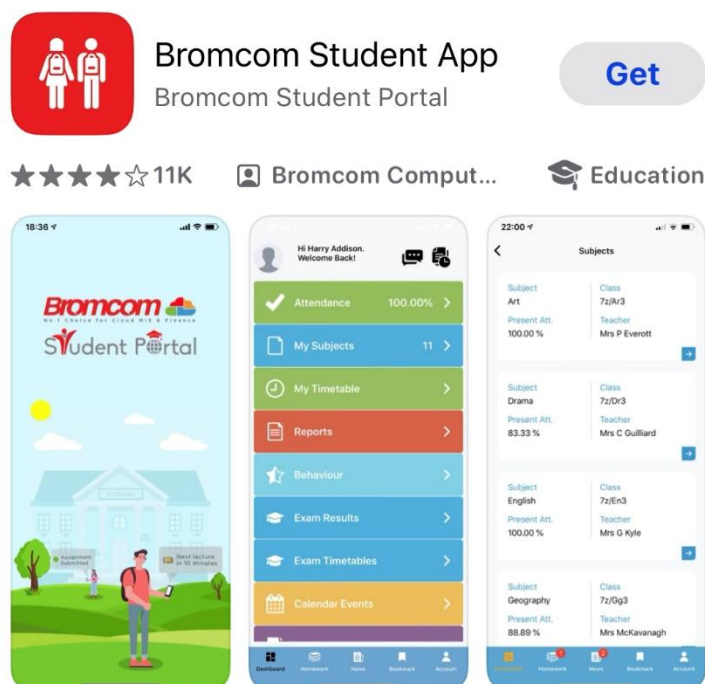


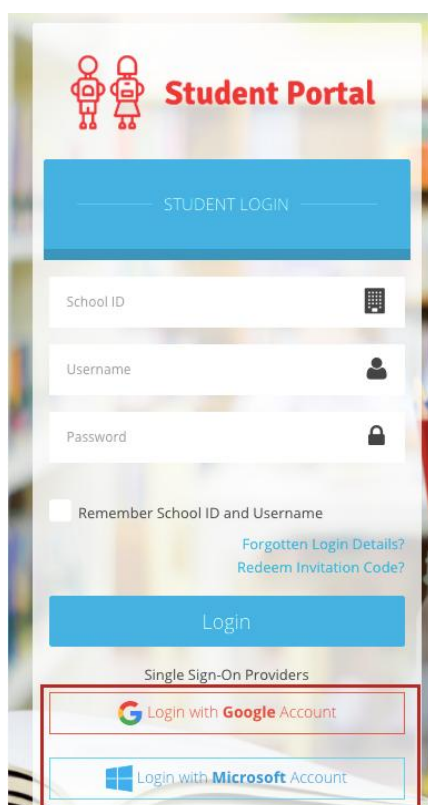
How to set up the MCAS Student Portal for Students

1. Download the Bromcom Student App on your mobile device.

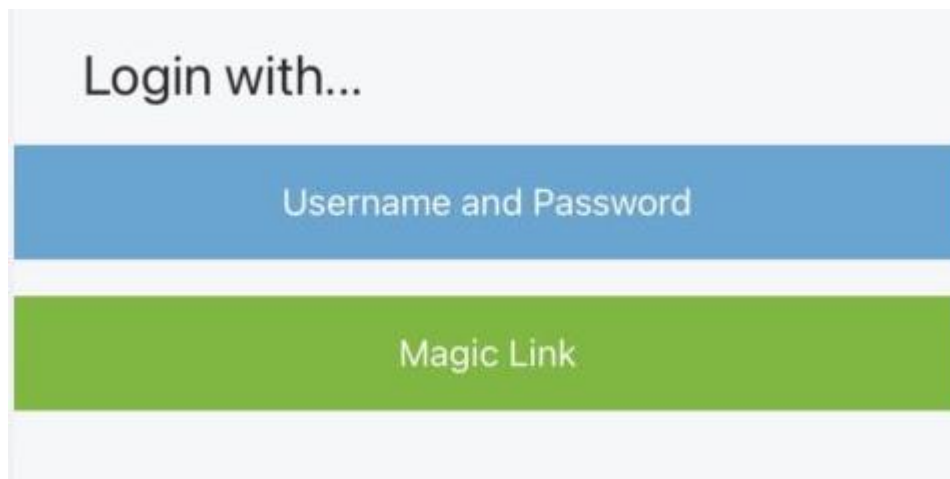


2. Students will be prompted to create a 5-digit code.

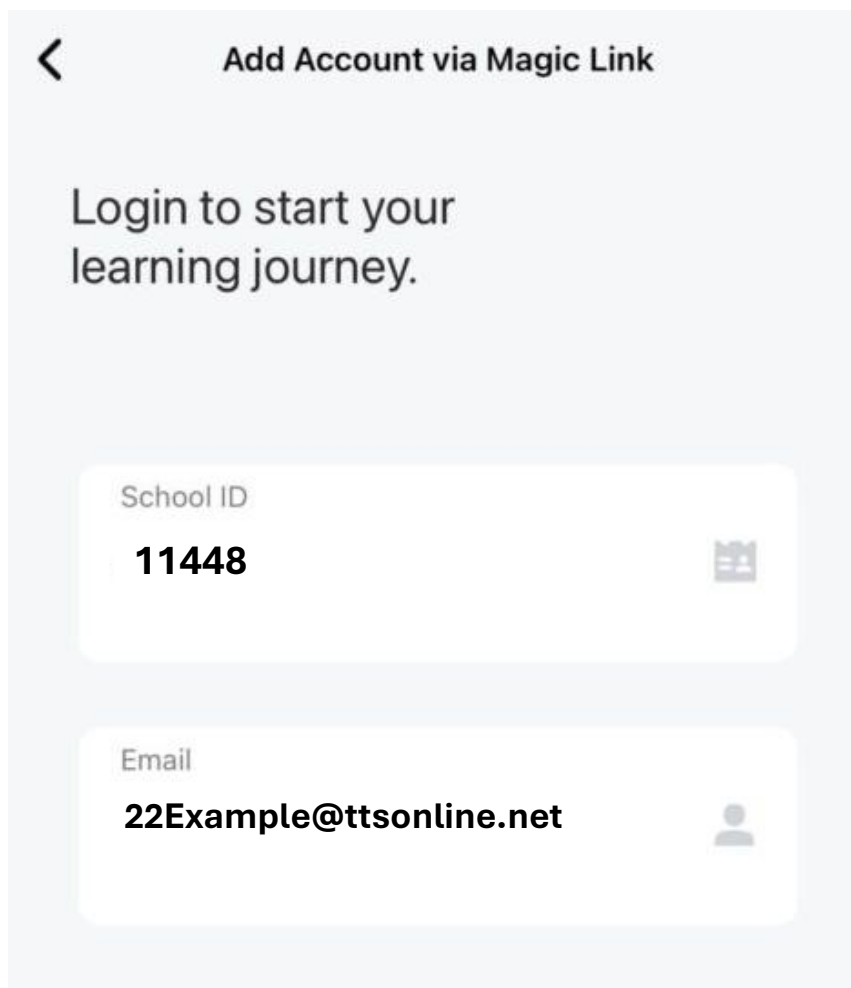
After creating the 5-digit code, from now on students can log into the Student Portal via the app on their phone or through the Bromcom website. The app will take them straight through once they have entered their 5-digit code or use Face/Touch Recognition, and the Website version will taken them straight through after they have selected Login with Microsoft as seen in the image below. The link to login via the website is <https://www.bromcomvle.com/>.



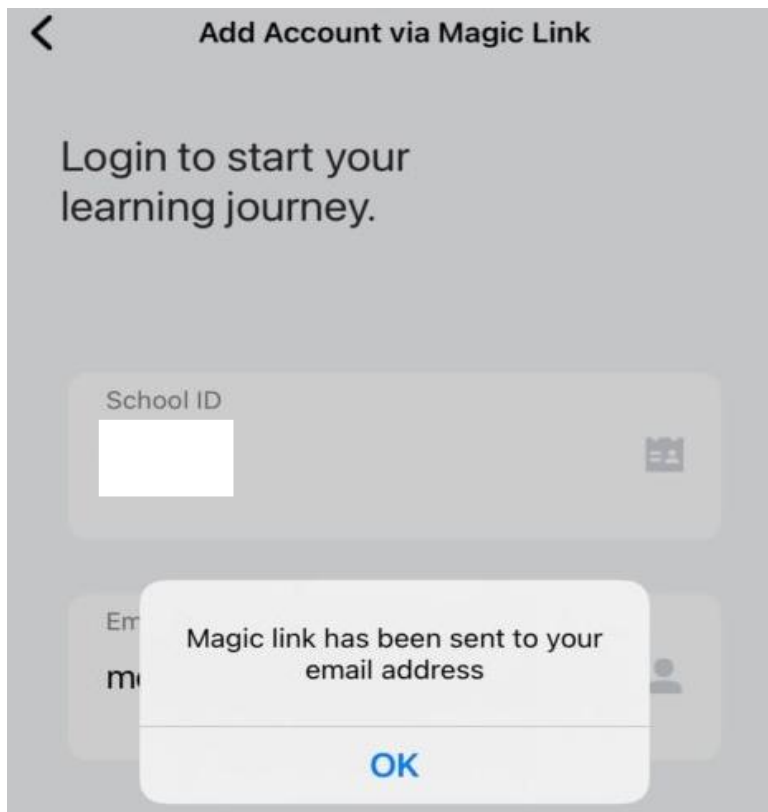
3. Once downloaded, open the app and select log in using the **Magic Link**.



4. The student should then enter **the School ID** and their **School Email Address**.
The School ID is 11448.

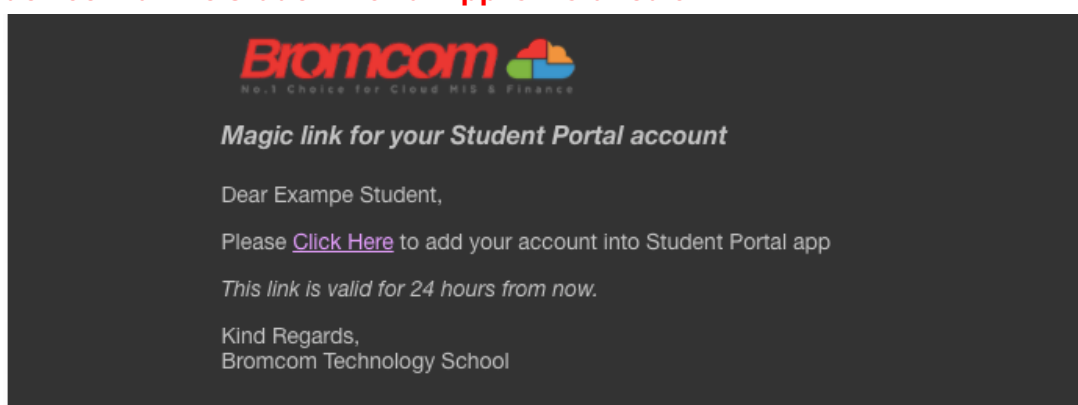
A screenshot of the "Add Account via Magic Link" screen. At the top left is a back arrow icon. To its right is the title "Add Account via Magic Link". Below the title is the text "Login to start your learning journey." There are two input fields. The first field is labeled "School ID" and contains the text "11448". To the right of the text is a small icon of a calendar. The second field is labeled "Email" and contains the text "22Example@ttsonline.net". To the right of the text is a small icon of a person.

5. Once the **School ID** and **Email** have been entered, the App will state that a **Magic Link** has been sent to the students **School Email Address**.



6. Students must then log into their school email account and should have then received an email from Bromcom that looks like the below picture.

Please note: Students MUST open the Magic Link Email from the same device that the Student Portal App is installed on.



7. To do this go to the Thomas Telford School Website and click the three dots in the top right corner. Click staff and student email and log into this using your school email and password.



8. Students must click the link in the email which will enable students to use Single Sign on when logging into the Student Portal and bypass the need to enter credentials in the future.
9. Students will be greeted with a dashboard that allows them to view their Timetable, TTS Points and in the future their assigned Homework. Students will need to use this app regularly to keep on track of their Homework from September and timetable changes such as PE rotations termly.

