

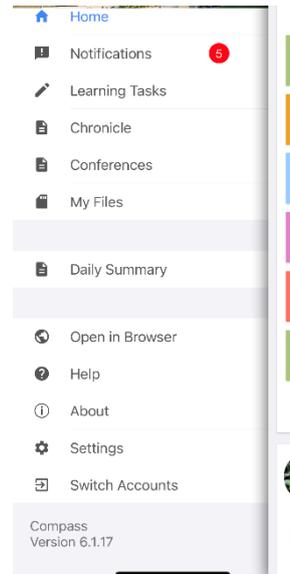
Two Compass School Manager Accounts on Mobile

Already using Compass at another school? Follow these steps to add NTSDE

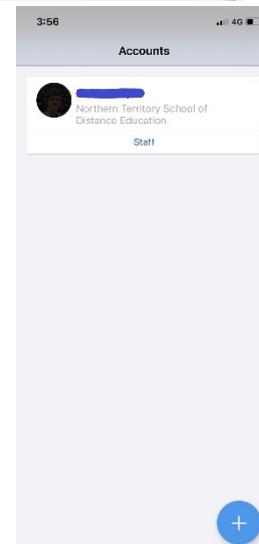
1. Launch the Compass app



2. Select the three lines in the top right
Scroll down to the bottom and select 'Switch Account'

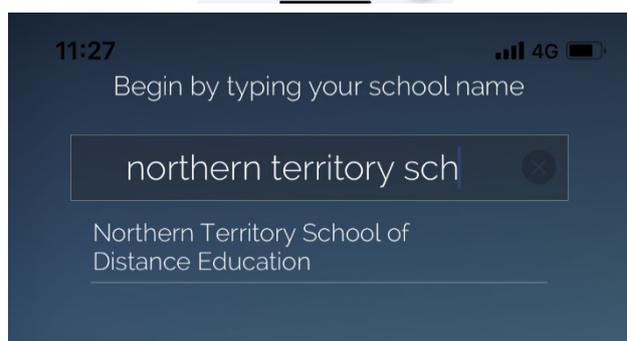


3. Now select the blue plus button on the lower right hand part of the screen.

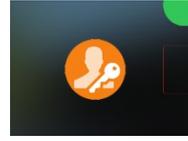


4. Search for '**Northern Territory School of Distance Education**'

Select **NTSDE** and wait for the page to load



5. Click on the round orange icon (**SAML** log in)



6. On the **f5 Northern Territory Government Depart login screen**

Enter yours ntschools log on

(eg. **John.smith** & your **password** - same as your ntschools laptop logon details.)

7. The next screen you are required to enter your full NT-schools email address

(e.g. **john.smith@student.ntschoools.net** and **password**)

fs.ntschoools.net

Sign in with your organizational account

Sign in

8. Now you should have access to your compass account

You should now see your Compass for NTSDE:

- Your timetable for the current day will be displayed
- Access your School Reports via '**Reports**' Tab
- Teachers may send you messages through the '**News Feed**'
- **Click on the 3 parallel lines** – top left corner to access your '**Learning Tasks**'

