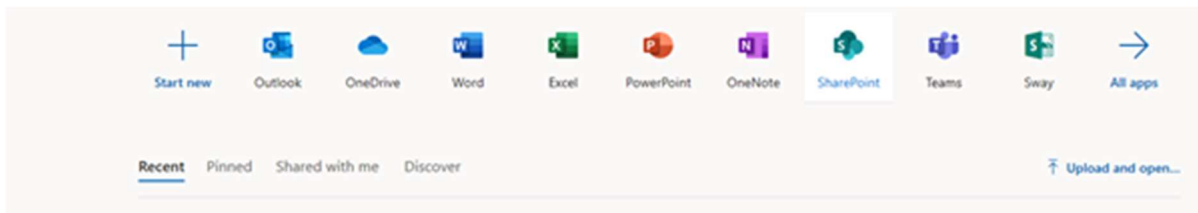
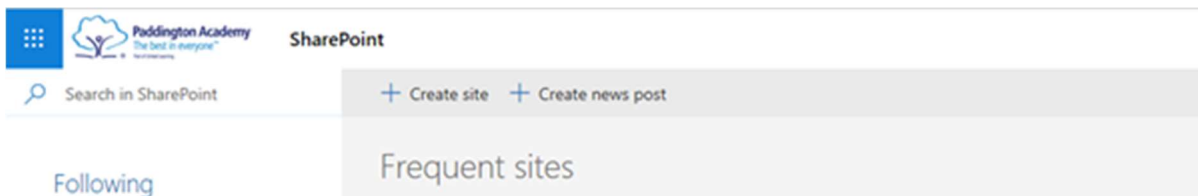


# SharePoint – Login if the email link doesn't work

## 1. Click the SharePoint icon



## 2. Click search in SharePoint and type in Paddington Academy Student



## 3. Click on the first item which comes up with the pink icon

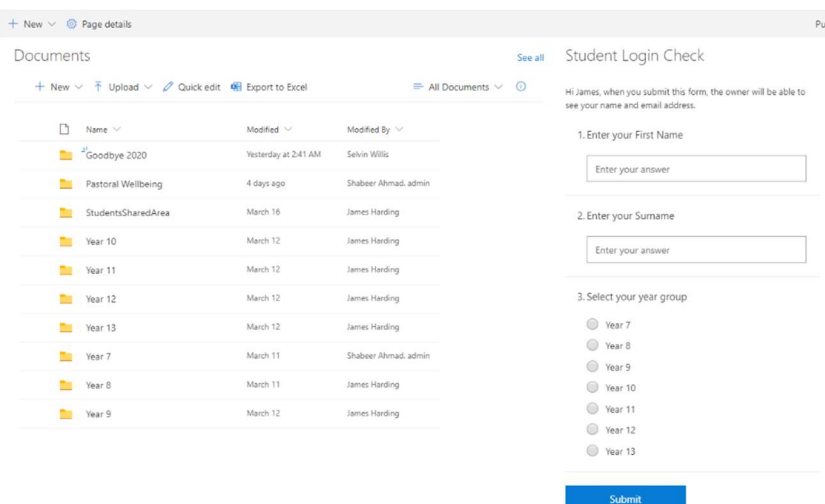


## 4. Click the star next to where it says not following on the far right



## 5. Complete the student login check form and click submit

Paddington Academy Student



## **SharePoint – Permission Issue**

If a screen like the one shown below comes up when you try and access SharePoint please click on the send button to request access.

Please then try the instructions again a couple of hours later and the procedure should work.

You need permission to access this site.

Awaiting approval. We'll let you know about any updates.

If you want to update your request, you can write a message here.

Send