Introducing to Parents

St Martins School

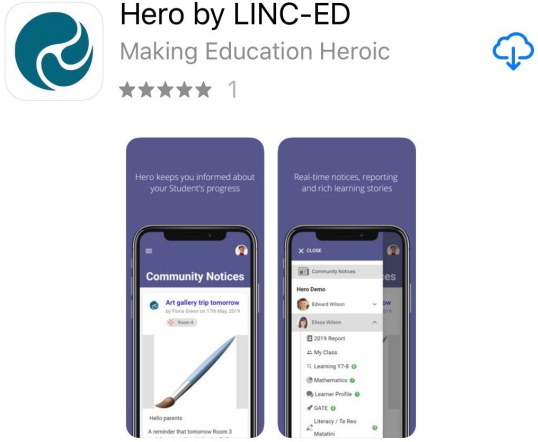
St Martins School

1. Logging in for the first time

To set your password and log into Hero for the first time:

1. Download the **Hero by LINC-ED app** from the app store

Note: use the keywords **Hero LINC-ED** when searching for the app



Alternatively, open your browser and enter go.linc-ed.com

Please note - If you have children at a different school, as long as your contact record with your email is linked to your child at both schools, you will be able to see all of your children under one login.

If you are a teacher at another school, you will need to log out of your staff account and login using a parent account as these are kept under separate email addresses.

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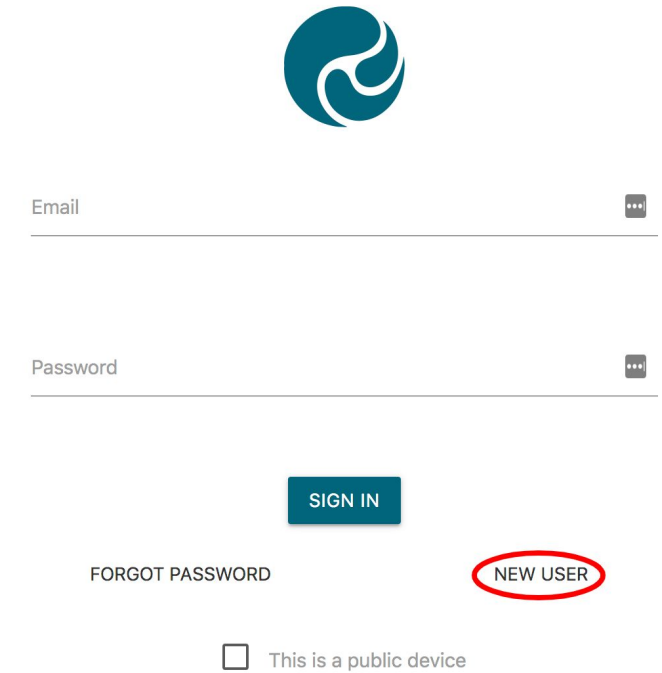
2. Click New User



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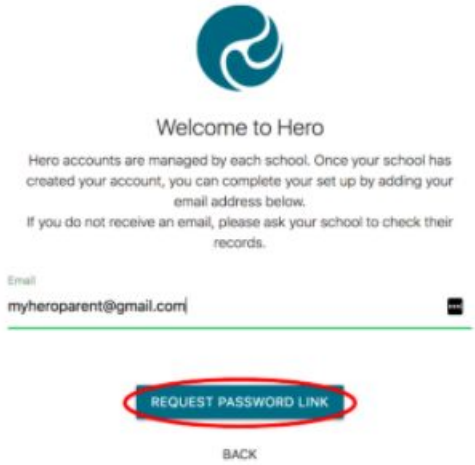
3. Request Password Link

Enter the email address you have provided the school and click REQUEST PASSWORD LINK



If your email address is not accepted, please contact aliced@stmartins.school.nz

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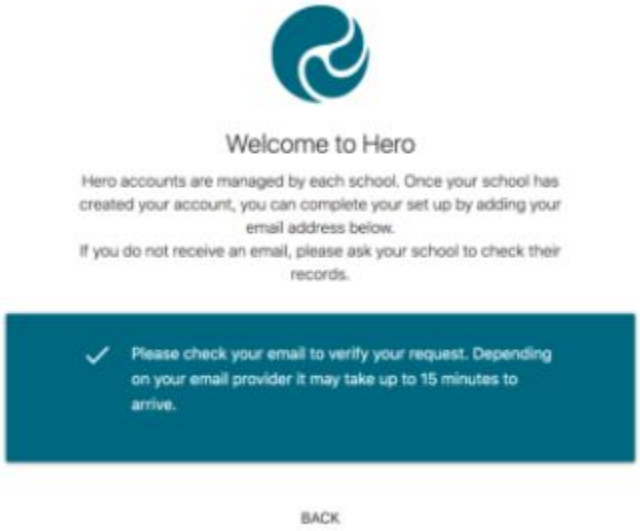
4. Confirming Password

You will receive a message confirming a password email has been sent.



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5. Check your email inbox

Open your email inbox and click on the Hero Password Reset email.

If you do not receive a Hero Password Reset email, check your spam folder.

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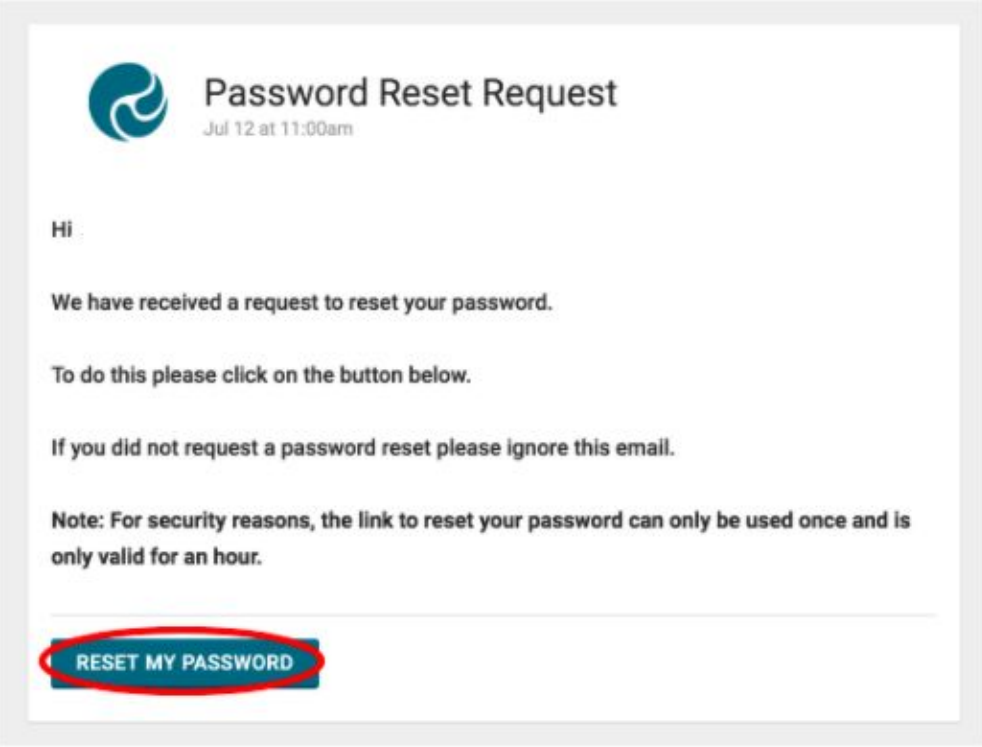
6. Reset my Password



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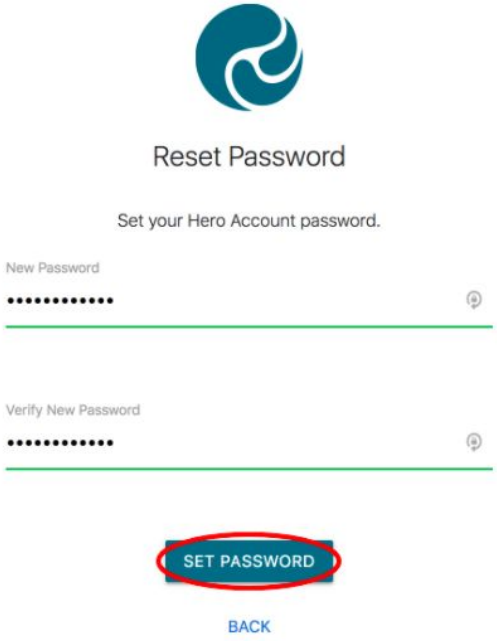
7. Enter New Password

Enter a secure password (8 or more characters), verify this password then click SET PASSWORD.



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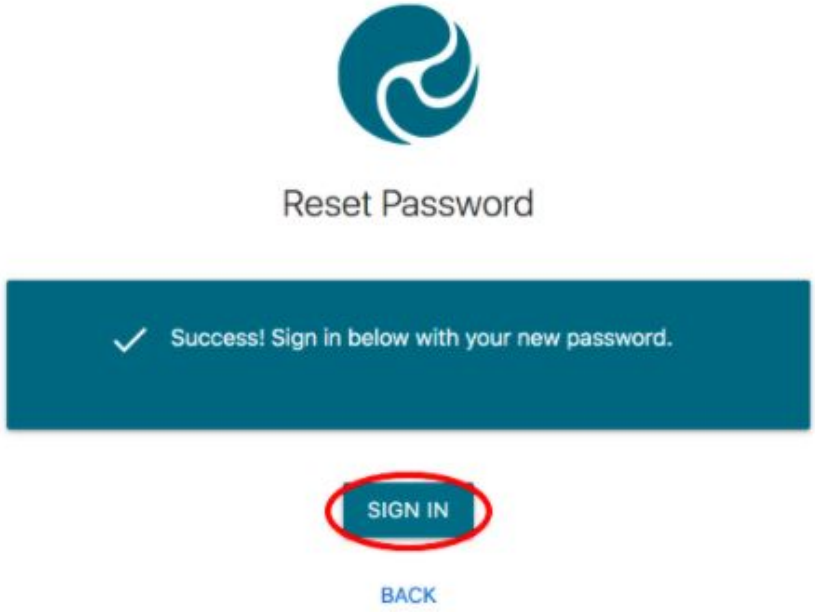
8. Sign In

You will receive a confirmation message. Click SIGN IN



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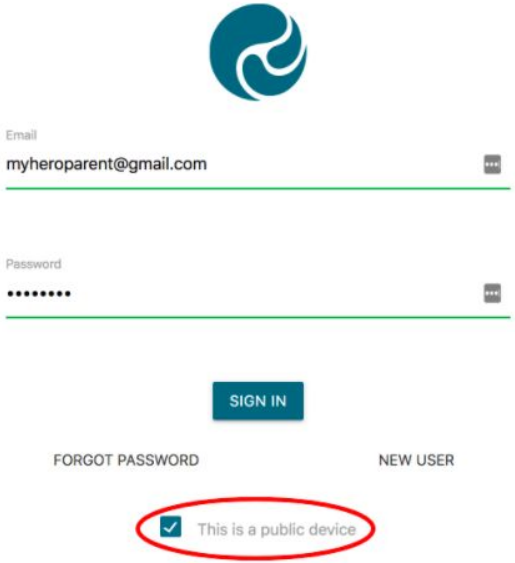
9. Set your new password and sign in

Enter your email address and your newly set password. If you are using a public device or do not want your password auto-saved, tick **This is a public device. Sign In**



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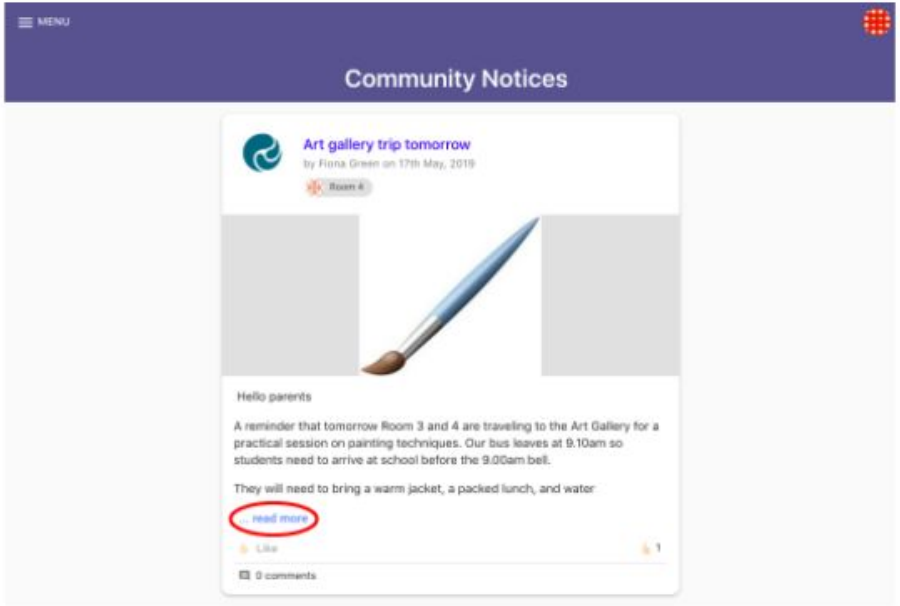
1. Community Notices

ONCE YOU HAVE SIGNED IN: You will see Community notices sent by your child's school. If the text is long, you may need to click read more to view the whole message.



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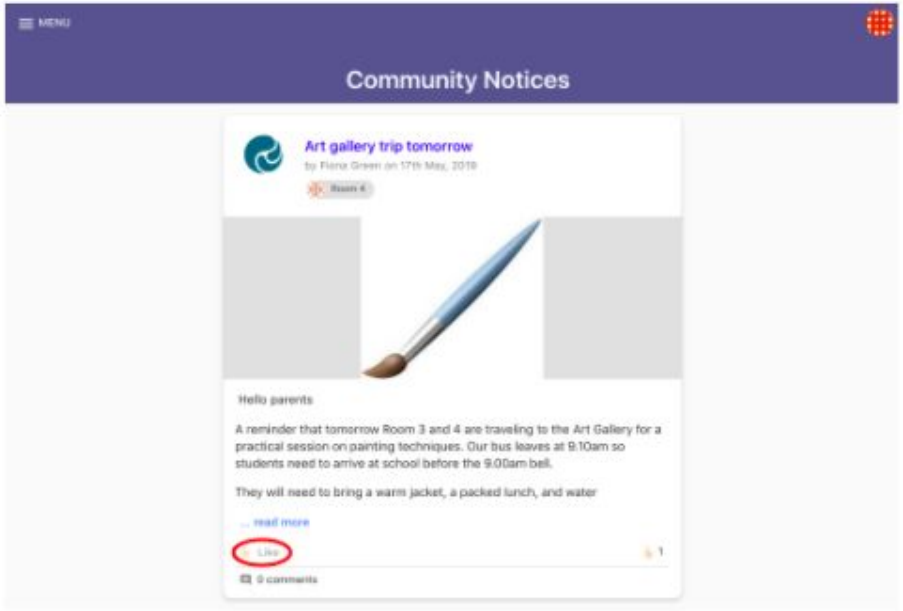
2. Community Notices - Liking a Post

From here you can **like a post**



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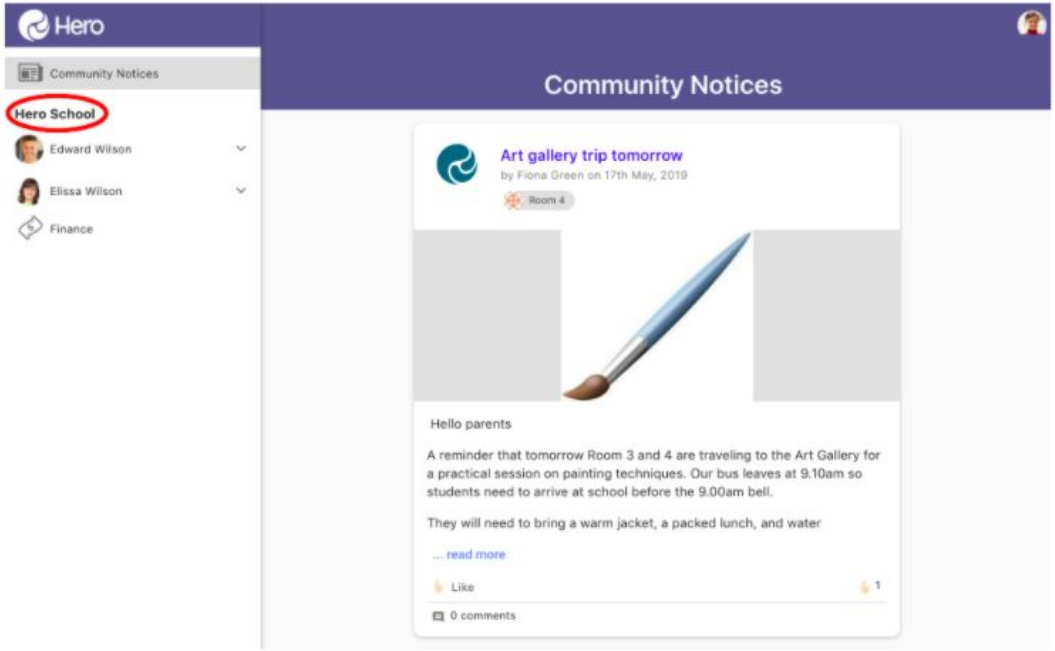
3. Menu

To view additional information, click Menu. Here you will see the Hero School or Schools your child/ren attend.



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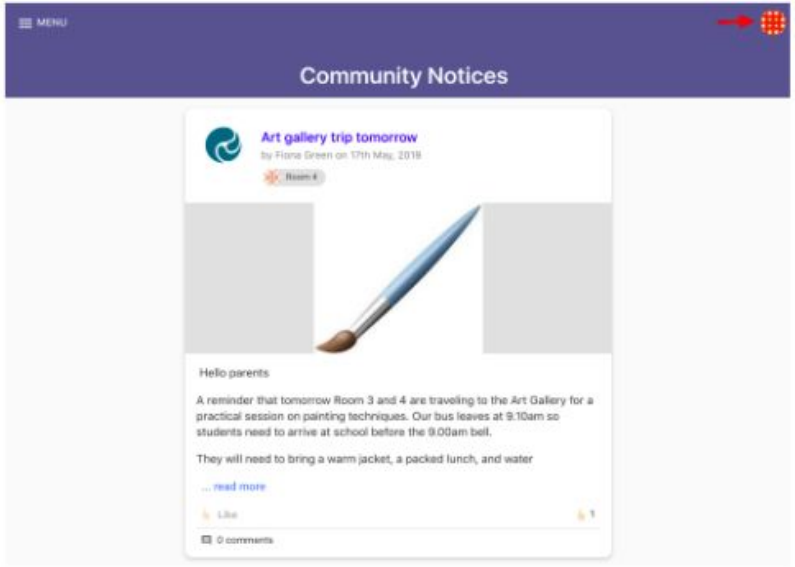
4. Editing your User Profile

Click on the kaleidoscope image at the top right-hand side of your screen



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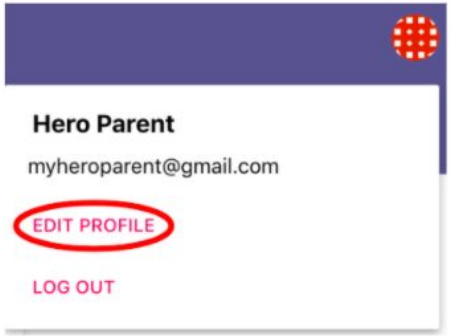
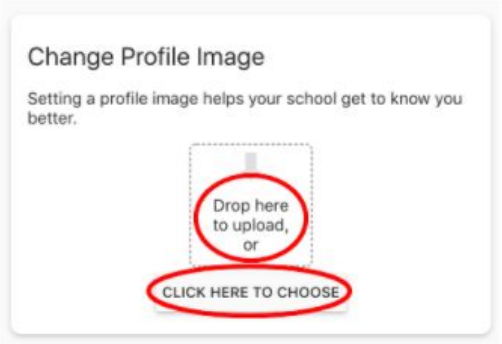
Editing your Profile

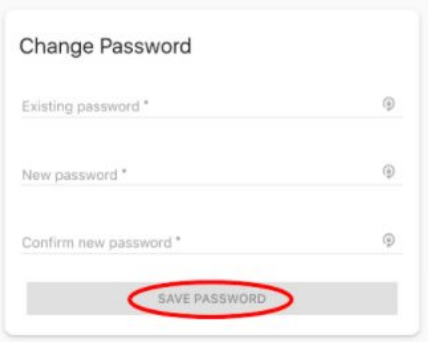
Click edit profile



You can also add or change a profile picture



Here you can change your password



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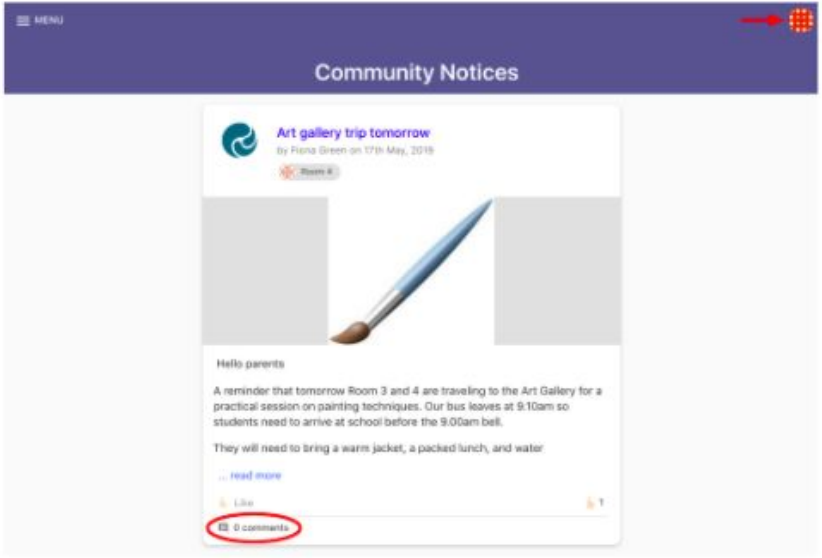
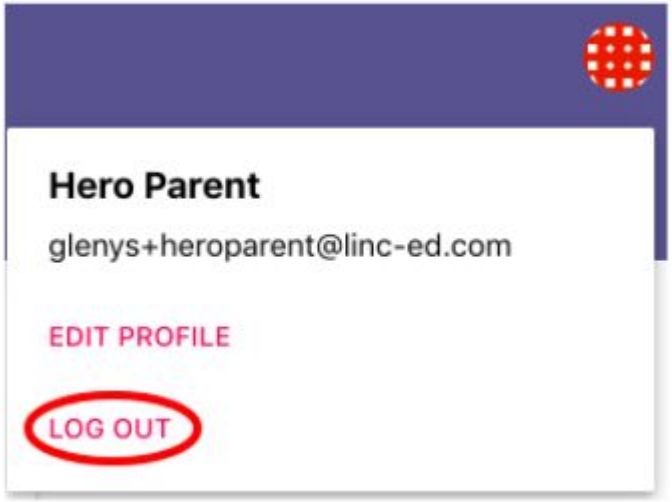
5. Logging Out

Click on the kaleidoscope image at the top right-hand side of your screen





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