Your student accounts

You have one account for *almost* everything, it's called your Network Account. This will let you log onto school computers, RM Unify, Gmail, Show My HomeWork, Google Drive, Google Classroom and more.

Your Username is _____

Your Password is _____

Your Email Address is _____

You <u>must</u> log onto a school computer first, and then you will be asked to set a new password. You <u>must</u> do this before you can access Show My HomeWork, RM Unify or any of the Apple Mac's. You can not change your password on an Apple Mac.

Student password policy

Never tell your password to anybody, do not write down your password or otherwise compromise your password in anyway.

If you forget your password, any member of staff can reset a student password, staff passwords can be reset by contacting the RM Network Admin.

Students Password Policy

1. Your password must be at least 6 characters in length.
2. Your password must not contain your username of the your full name.
3. Your password must contain 1 of each of the below
   - Uppercase letters ABCDEFGHIJKLMNOPQRSTUVWXYZ
   - Lowercase letters abcdefghijklmnopqrstuvwxyz
   - Numbers 0123456789 or Symbols e.g. ! $ @ # - (Please do not use the & symbol)
4. You will need to change your password at least once every 365 days.
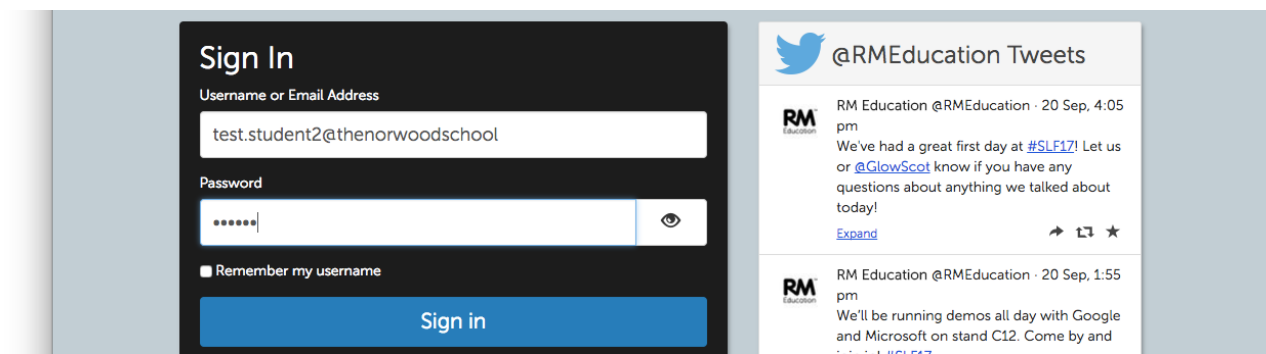
How to log on to RM Unify

RM Unify is your launch pad for the schools websites and applications such as; Show My HomeWork, Google Mail, Google Classroom and more. It is the home page of the internet in the school.

How to log on to RM Unify in school

In school, log on to one of the school computers or laptops and open Google Chrome, your account will automatically log you in to RM Unify.

How to log on to RM Unify outside of the school

Go to http://rmunify.com and log on with your school email address and password. If you have forgotten this, please ask your teacher or the IT technician to reset it.

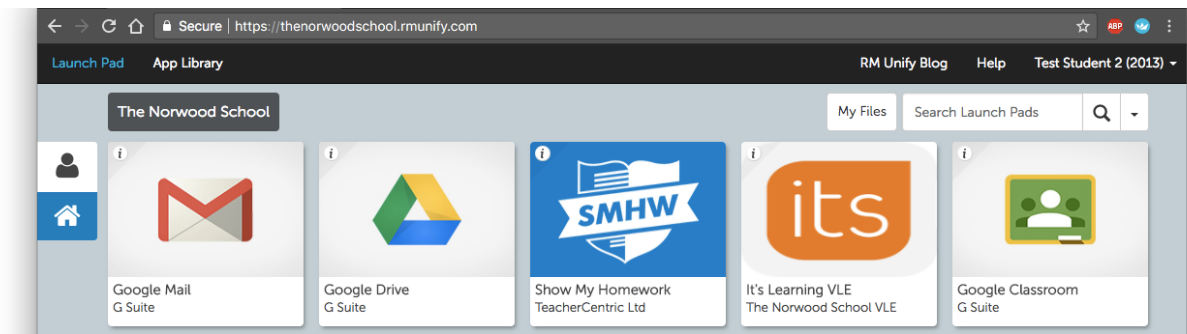## What should you do if you can't log in

If you are having troubles logging in, make sure you have logged on at least once to a school computer, changed your password if it asks you to, and opened RM Unify in Google Chrome.

If you are still having problems, please contact the RM IT Technician.
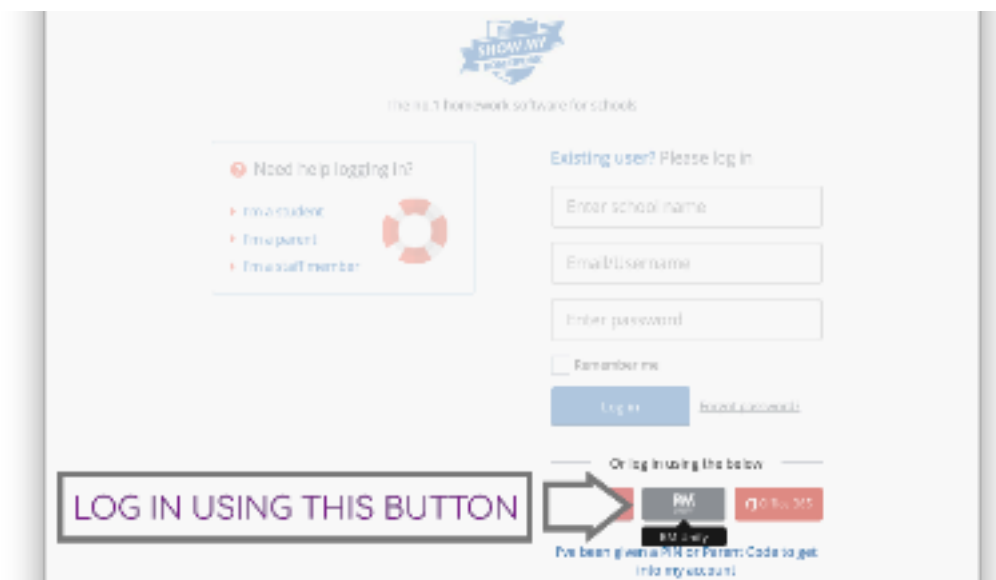
How to log on to Show My HomeWork

How to log on to Show My HomeWork through the RM Unify dashboard

Log onto RM Unify using the instructions on the previous page, then click on the **SMHW** tile on your dashboard, you'll automatically be logged in to Show My HomeWork.

How to log on to Show My HomeWork through the SMHW website

You should always try to log on to SMHW through the RM Unify Dashboard, but If you want to login directly through the SMHW website, make sure you click the **Log-in using RM Unify button** and enter your **school email address** and type your **password** in the box.

How to log on to the Show My HomeWork App on your phone or tablet

If you use the SMHW app on your phone or tablet, type in Norwood School in the school name and select Norwood School from the list.

Make sure you log on using the **LOG IN VIA RM UNIFY** button at the bottom of the screen, and enter your school email address and type your password in the password box.