

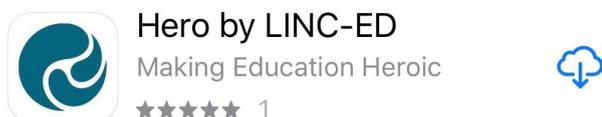
# Logging into Hero - Information for Parents

**Te Awamutu Primary School uses the Hero App for:** Sharing your child's learning. Reporting on your child's progress and as a communication tool between school and home.

**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](http://go.linc-ed.com)

## 2. Click NEW USER



Email

Password

**SIGN IN**

[FORGOT PASSWORD](#)

**NEW USER**

This is a public device

## 3. Enter the email address you have provided the school and click **REQUEST PASSWORD LINK**



Welcome to Hero

Hero accounts are managed by each school. Once your school has created your account, you can complete your set up by adding your email address below.

If you do not receive an email, please ask your school to check their records.

Email

**REQUEST PASSWORD LINK**

[BACK](#)

If your email address is not accepted, please contact your school

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



Welcome to Hero

Hero accounts are managed by each school. Once your school has created your account, you can complete your set up by adding your email address below.

If you do not receive an email, please ask your school to check their records.

✓ Please check your email to verify your request. Depending on your email provider it may take up to 15 minutes to arrive.

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

☐ ☆ LINC-ED

Hero Password Reset Request - Password Reset Request.

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

### 6. Open the email and click RESET MY PASSWORD



Password Reset Request

Jul 12 at 11:00am

Hi

We have received a request to reset your password.

To do this please click on the button below.

If you did not request a password reset please ignore this email.

Note: For security reasons, the link to reset your password can only be used once and is only valid for an hour.

**RESET MY PASSWORD**

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



Reset Password

Set your Hero Account password.

New Password

••••••••



Verify New Password

••••••••



**SET PASSWORD**

BACK

### 8. You will receive a confirmation message. Click SIGN IN



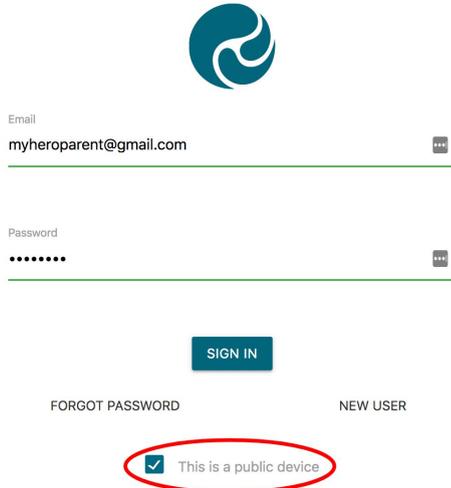
Reset Password

✓ Success! Sign in below with your new password.

**SIGN IN**

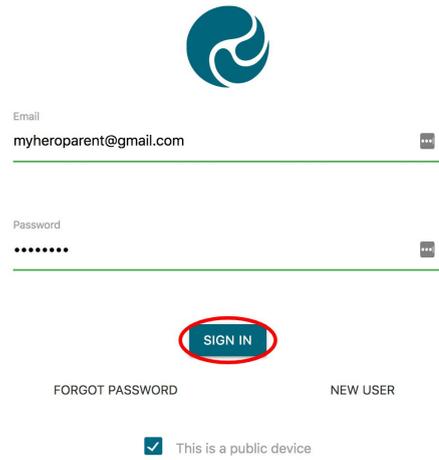
BACK

**9. 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**



The screenshot shows the login page with the school logo at the top. Below it are two input fields: 'Email' containing 'myheroparent@gmail.com' and 'Password' with masked characters. A 'SIGN IN' button is centered below the fields. To the left of the button are links for 'FORGOT PASSWORD' and 'NEW USER'. At the bottom, there is a checkbox labeled 'This is a public device' which is circled in red.

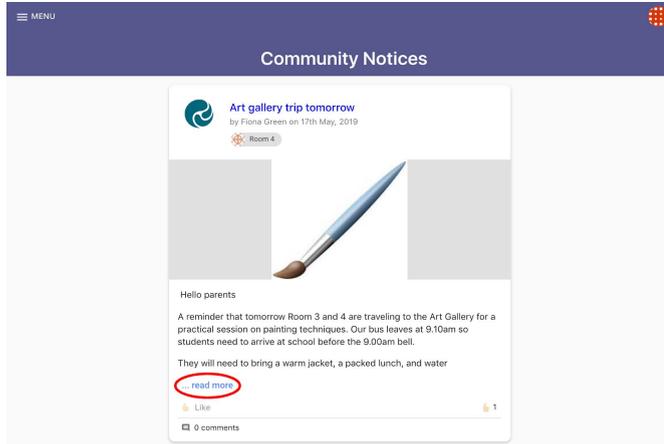
**10. Click SIGN IN**



This screenshot is identical to the previous one, but the 'SIGN IN' button is circled in red to indicate the next step.

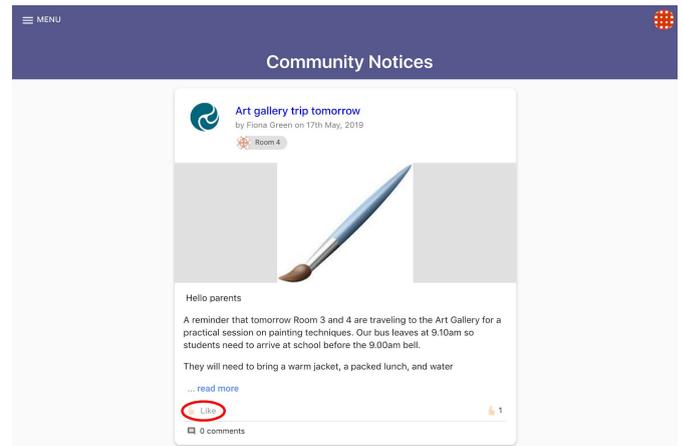
**ONCE YOU HAVE SIGNED IN:**

**1. 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**



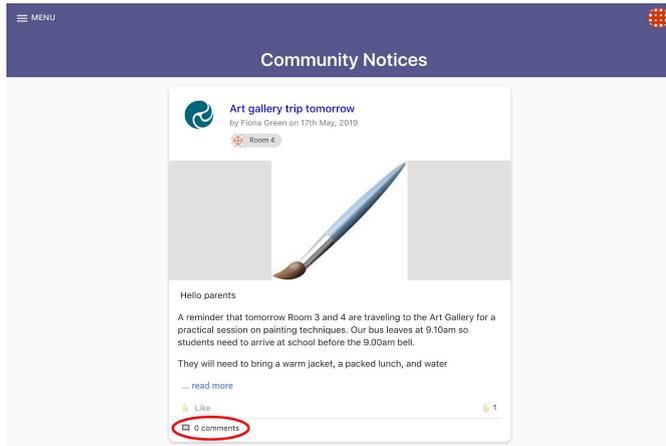
The screenshot shows the 'Community Notices' page. A notice titled 'Art gallery trip tomorrow' is displayed. The text of the notice is truncated. At the bottom of the notice, there is a red circle around the '... read more' link.

**2. From here you can Like a post**

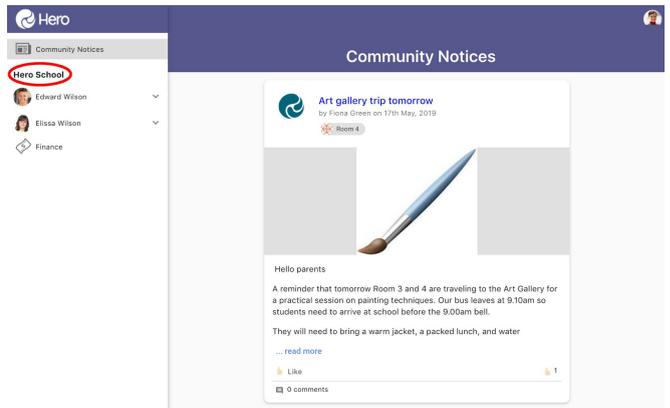


This screenshot is identical to the previous one, but the 'Like' button at the bottom of the notice is circled in red.

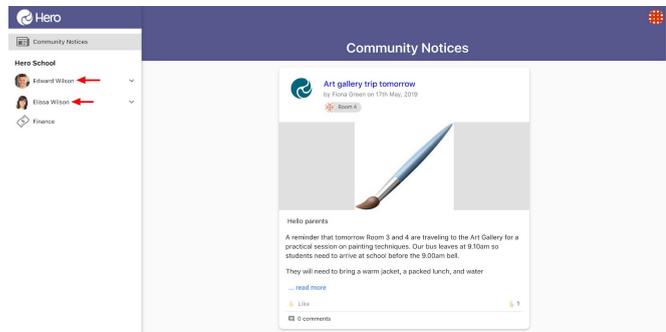
**3. If your school has enabled the function, you can post a Comment back to the post author**



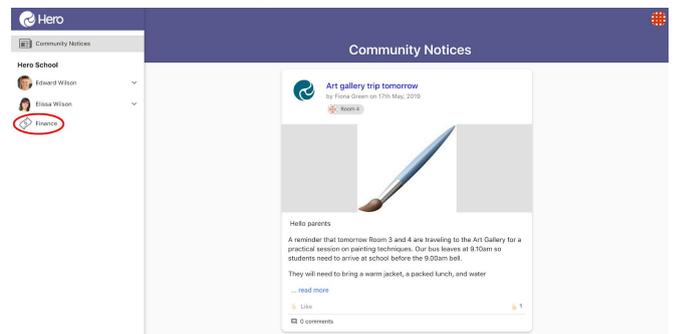
**4. To view additional information, click Menu. Here you will see the Hero School or Schools your child/ren attend**



**5. Below the name of the school, you can select the learning profile for each of your children**

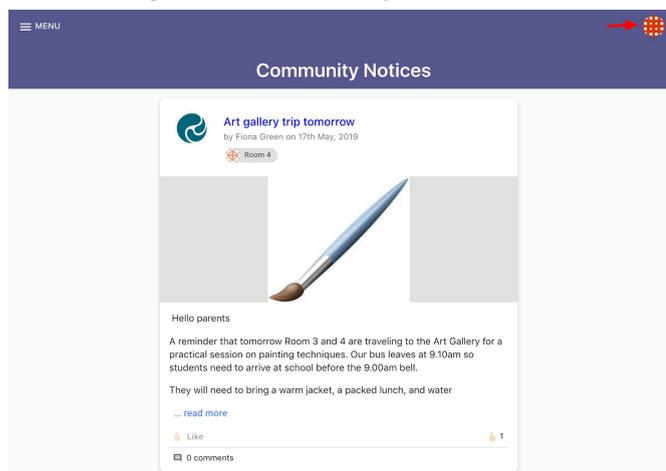


**6. If your child's school has enabled the feature, you can view financial contributions requested by the school and pay these online if you choose**

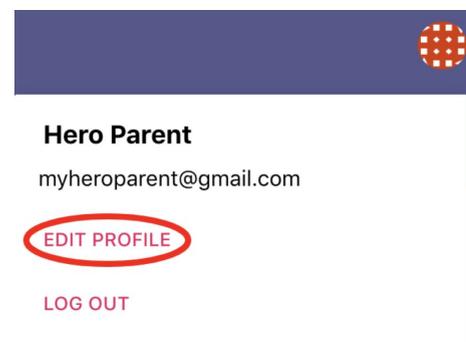


**To edit your user profile:**

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



**2. Select EDIT PROFILE**



### 3. Here you can change your password

Change Password

Existing password \*

New password \*

Confirm new password \*

**SAVE PASSWORD**

### 4. You can also add or change a profile image

Change Profile Image

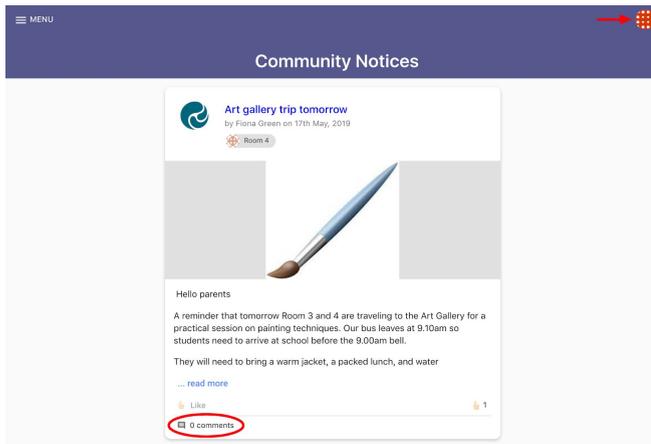
Setting a profile image helps your school get to know you better.

Drop here to upload, or

**CLICK HERE TO CHOOSE**

### To log out:

#### 1. Click on the kaleidoscope or profile image at the top right-hand side of your screen



#### 2. Click LOG OUT

