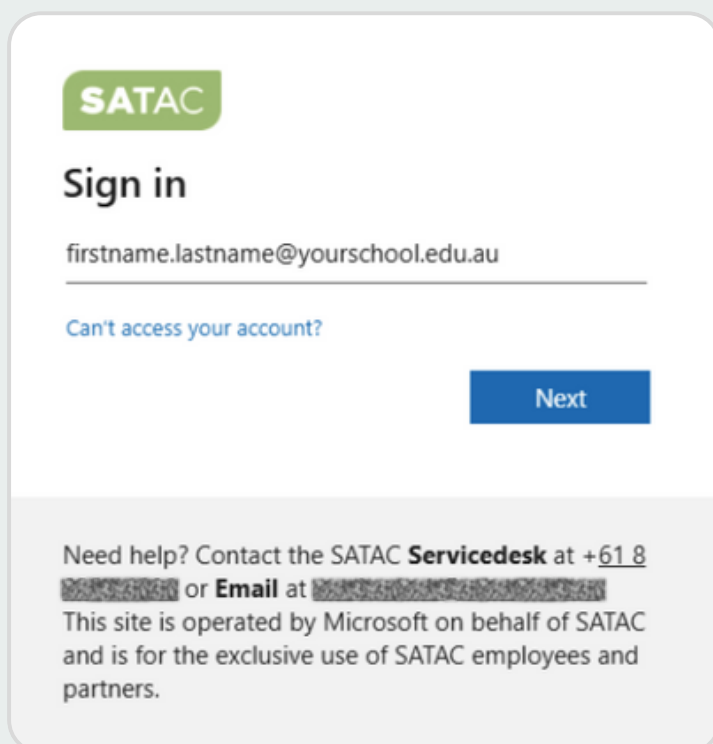


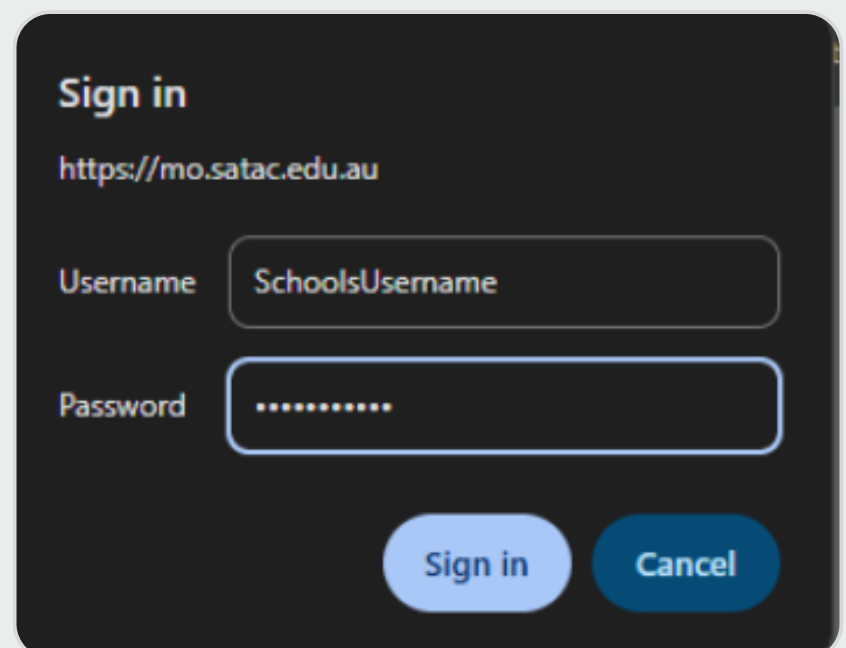
## SATAC requires validation on two levels to access the Schools Web Portal.

- 1 The individual user is verified using Multi-Factor Authentication (MFA). This is set up with your email and password associated with the school you work at.  
e.g. `firstname.lastname@yourschool.edu.au`  
Password: example



The screenshot shows the SATAC Sign in page. At the top left is the SATAC logo. Below it is the text "Sign in" followed by a text input field containing the email address "firstname.lastname@yourschool.edu.au". Below the input field is a link that says "Can't access your account?". At the bottom right of the form is a blue button labeled "Next". At the bottom of the page, there is a footer with contact information: "Need help? Contact the SATAC **ServiceDesk** at +61 8 [redacted] or **Email** at [redacted]. This site is operated by Microsoft on behalf of SATAC and is for the exclusive use of SATAC employees and partners."

- 2 Use the login and password details associated with your school.



The screenshot shows the SATAC Sign in mobile app interface. At the top is the text "Sign in" followed by the URL "https://mo.satac.edu.au". Below this are two input fields: "Username" with the text "SchoolsUsername" and "Password" with a masked password "\*\*\*\*\*". At the bottom right are two buttons: "Sign in" and "Cancel".

The school's username and password will only be provided to the school principal. Please request that they contact SATAC to retrieve these details if needed.

To be an established user, you will require an invite from SATAC to set up MFA. To pair MFA with your authenticator app, please see the step-by-step guide below.