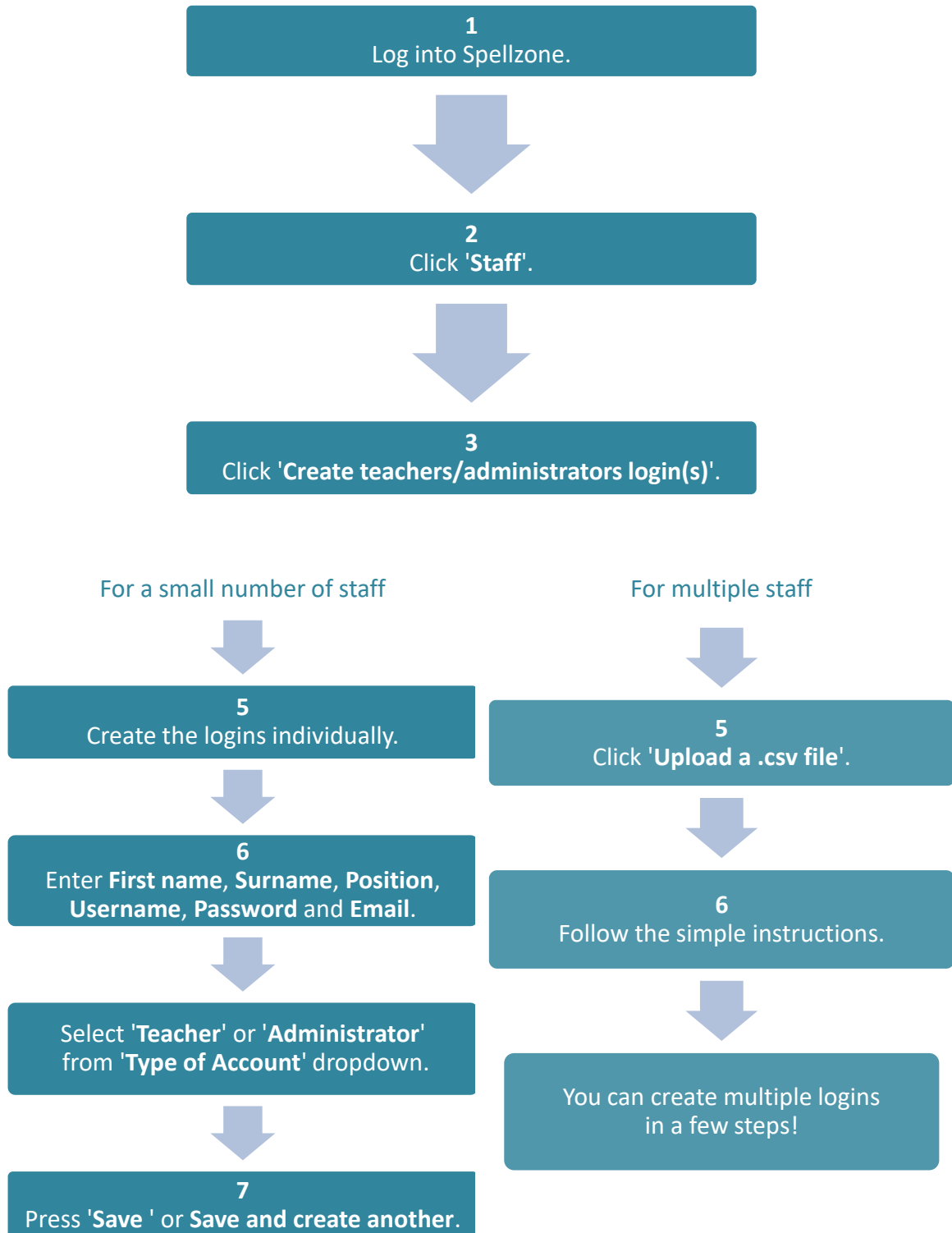


How to create staff logins

For staff who do not already have a Spellzone login.

Do not create multiple logins for the same member of staff.



Note:

We recommend at least two Administrators per school. If unsure, make all staff administrators.

Teacher logins have full access to student logins and their results. They can also create other teacher and student logins.

Administrator logins have all the same features plus they can create other administrator logins, manage the Spellzone account, invoices and have the facility to make payments.