



PARENT GUIDE TO INSIGHT AND POD

If you have any problems contact enquiries@shottonhallacademy.co.uk

INSIGHT

Insight can be used by parents and students to access information such as:

- Attendance
- Behaviour
- Homework
- Timetable
- Assessment data
- And more



HOW TO GET ACCESS

Go to <https://tasc.shottonhallacademy.co.uk/INSIGHT/> or use the link at the top of the school website.

You can also download the **Insight app** 'Insight by TASC' from the app store.

You will need to scan this QR code when you first download the app.



HAVEN'T USED INSIGHT BEFORE?

Please contact reception on 0191 518 0222 to confirm your contact details so that an account can be set up.

POD (ONLINE CURRICULUM)

POD can be used by **students only** to access information such as:

- Revision tools
- School calendar
- Knowledge organisers
- Topic resources
- Assessment resources
- And more



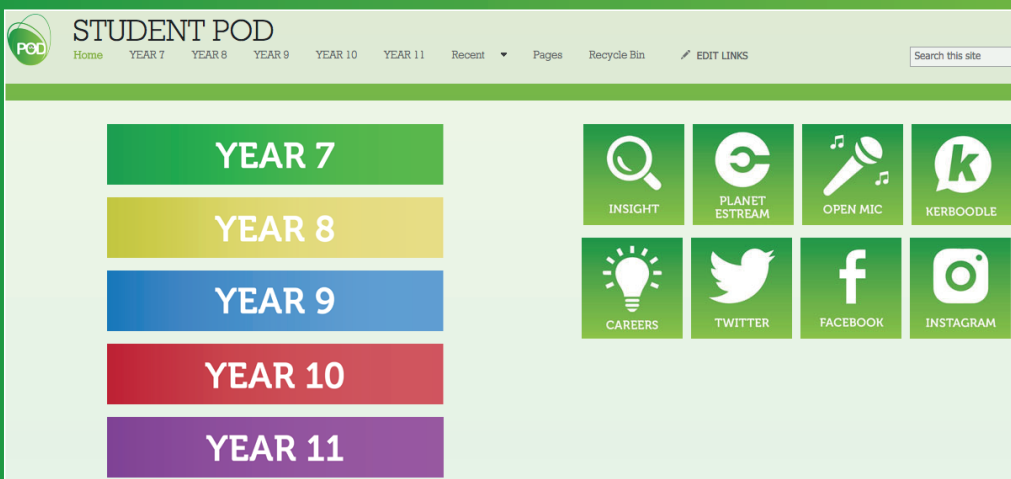
HOW TO GET ACCESS

Click on the 'Office 365' link at the top of the school website and login using your school login details:

Username: (insert your username)[@shottonhallacademy.co.uk](mailto:shottonhallacademy.co.uk)

Password: The password you use for school computers

Click on the Sharepoint app and search for 'Student POD'. Once you have found it click 'Follow' in the top right hand corner for easy access in future. You should see the screen below:



PLEASE NOTE: If you are accessing POD from a mobile or tablet and you do not see this screen, look for the '...' at the bottom of the page and choose 'switch to PC view'