**How to use Seneca Learning**

What is Seneca?

Seneca learning is a homework site that you will be given access to for most of your subjects whilst at OSSMA. It is important that you log in regularly to check for assignments when doing your homework. Please read below how to get access to Seneca as well as what the expectations are.

How to access/sign up to Seneca:

To get access to Seneca please go to https://senecalearning.com/en-GB/ you will presented with this web page.
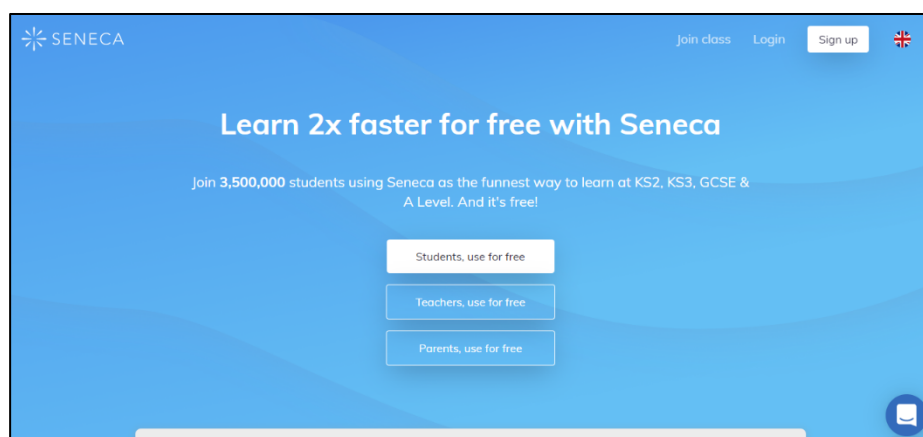
You do not need to make an account, one will have been created for you by the Academy, this will be using your school email. Keep this information to hand and log in, to do this click "login" at the top of the screen.
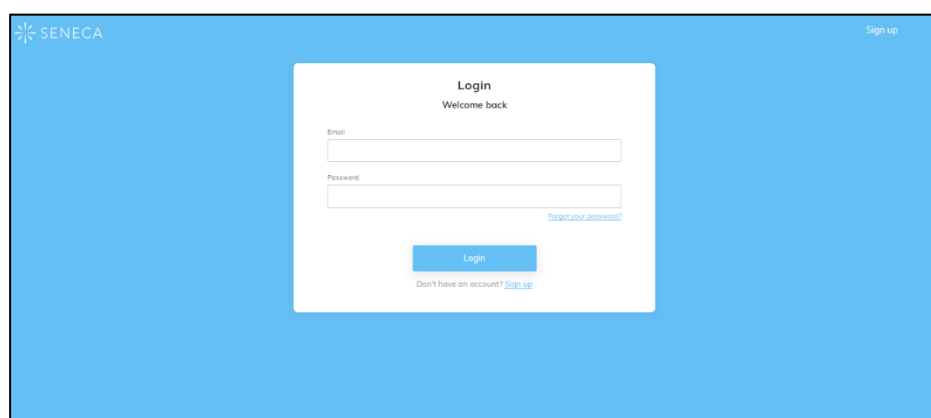
Enter your school email and your given Seneca password, this will likely be seneca2020 or Seneca2021.

When you log into Seneca, you will be presented with this Homepage:

You can search for a new course here.

This is where you will find your most recent course. This will may be blank when you first log in.

The next piece of work due in will appear here. There may be more work than shows here!

Upon logging in for the first time, there may be little information here. The next step you will need to do is click where your name is.

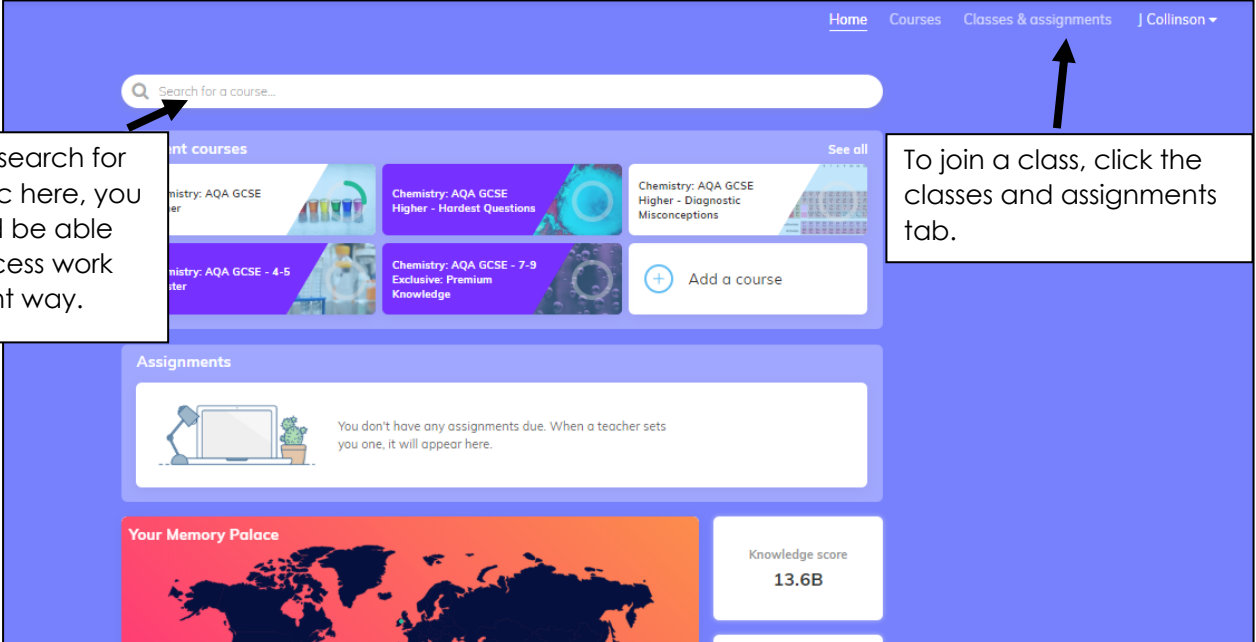Clicking your name will reveal this drop down menu. Click "settings"

Once in settings make sure your name is updated and the correct school is entered. If you want to change your password, you can do this here as well.

You will only need to do this once.

Return to the home page.

Accessing work/joining classes

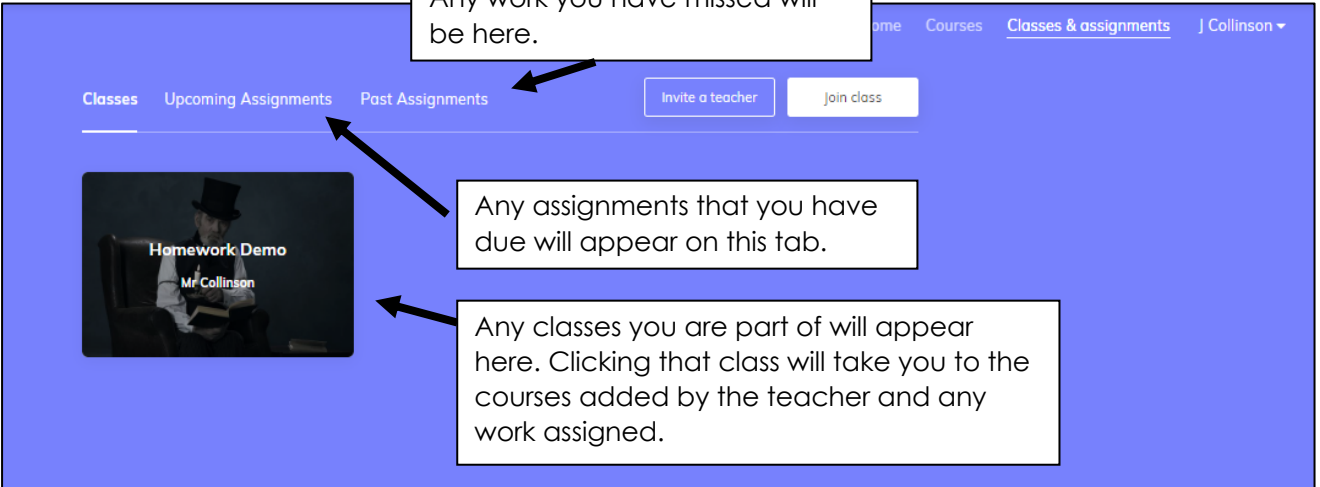Once you have updated your details and have returned to the homepage, you then need to make sure you can access work.

If you search for a topic here, you should be able to access work straight way.

To join a class, click the classes and assignments tab.

If you want to do work right away, you can search for a course, e.g. geography KS3 and then you will be taken to the course and you can get on straight away.

However, we need to make sure you are doing the most relevant work and the work your teacher has set you, so click "classes and assignments".
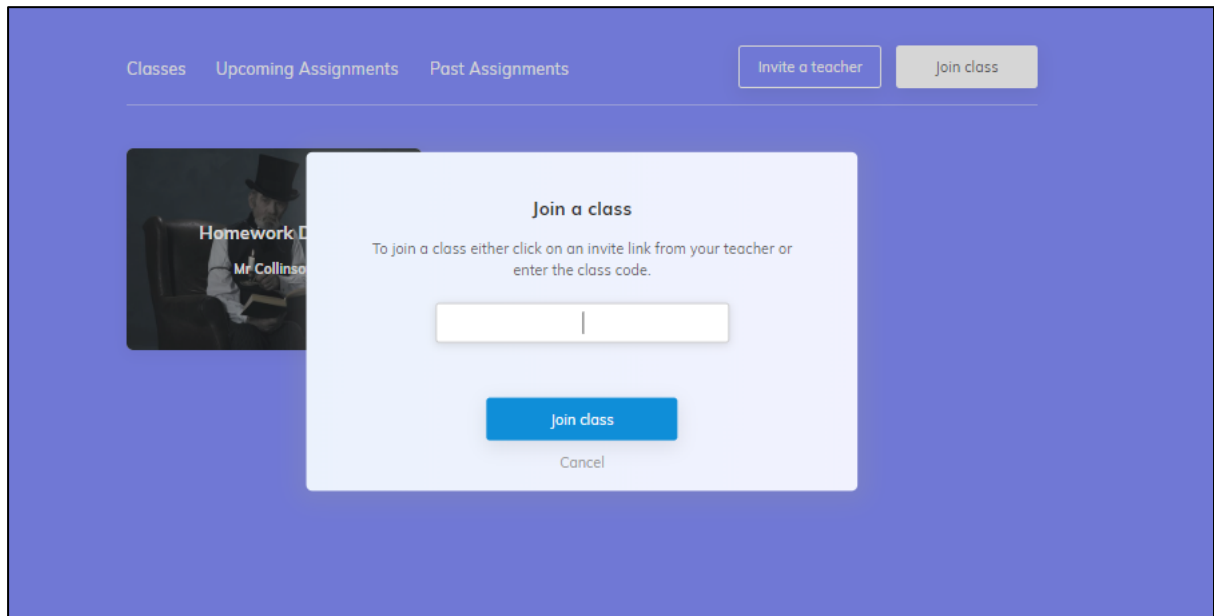

Any work you have missed will be here.

Any assignments that you have due will appear on this tab.

Any classes you are part of will appear here. Clicking that class will take you to the courses added by the teacher and any work assigned.

To join a class, click the join class button, you will be given a window that looks like this;

You will be given a class code by your teacher either on paper or electronically. It needs to be typed into this box. This will add you to the class and allow you to see what work your teacher has given you, or complete work on your own using the correct courses.

Completing work on Seneca;

When ready (or when you have an assignment set) please click on the assignment or on the course you want to complete. Do this by pressing the "start learning" button on the assignment or by simply clicking the course you want to learn from.

Once you have clicked on the course/assignment and you have pressed "start learning" you will be given a page similar to this (depending on topic);

Pick the topic you want to study. If you are completing an assignment and pressed "start learning" this will have been selected for you.

Information will be given to you here. Press the arrows until you get no new information. Press continue when done.

If you want to change the speed you are given information at, click here.

It is important you take your time and **read and take notes** from the information. The expectation is that these notes will be placed into your revision books for your form tutor to check.

When you progress through the information you will be given questions. Use your notes and the information you will have just read to answer these questions. These may be multiple choice, match up activities or recall questions.
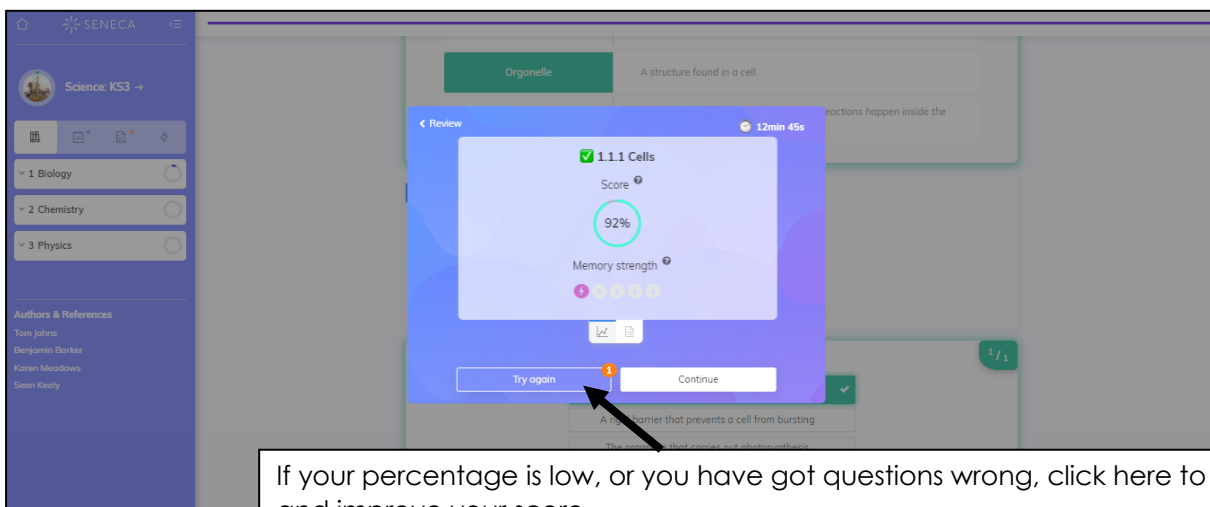
Completing work

You will be given a revision timetable from the academy. It is important that use this to stay organised and are completing the correct work each night. Even if you are not assigned a specific assignment on Seneca, the expectation will be that you use it to complete half an hour per topic (from the timetable) per night. This will be a total of 1 hour an evening.
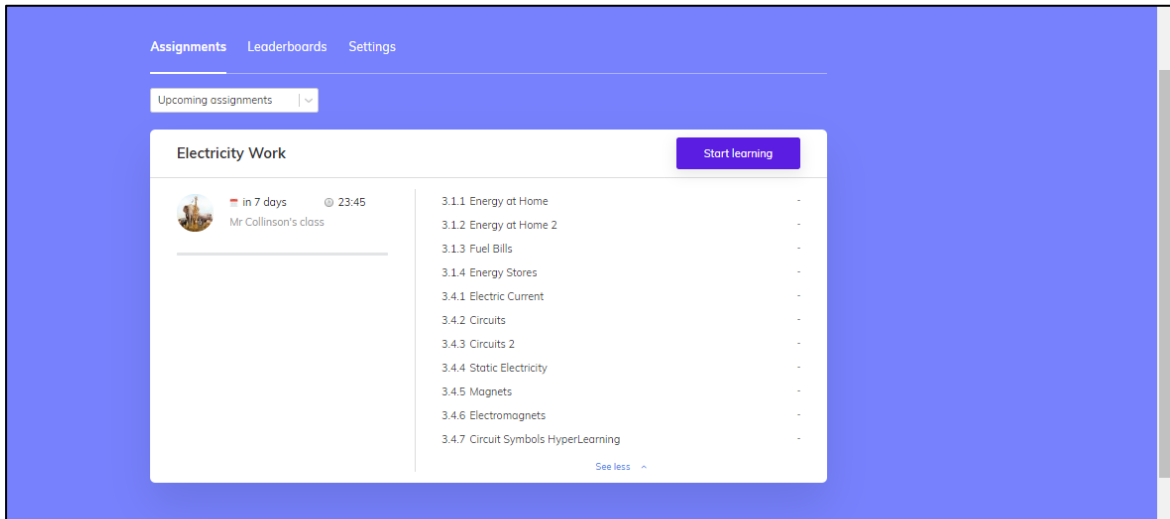

You can check the progress of an assignment by returning to your class page. Click on "see more" to see how many sections you have completed. For the assignment to be done, you should have ticks next to all sections.

When you are completing an assignment, make sure you have completed all the sections, not just the first one. Your teacher may set you a handful of sections or they may set you a much larger one over a longer period. When you have completed a section, you will be given this screen;

If your percentage is low, or you have got questions wrong, click here to retry and improve your score.

If you are doing independent work, check your progress by looking at the blue circles. The smaller the circle, the less accurate you were and the more you could improve;
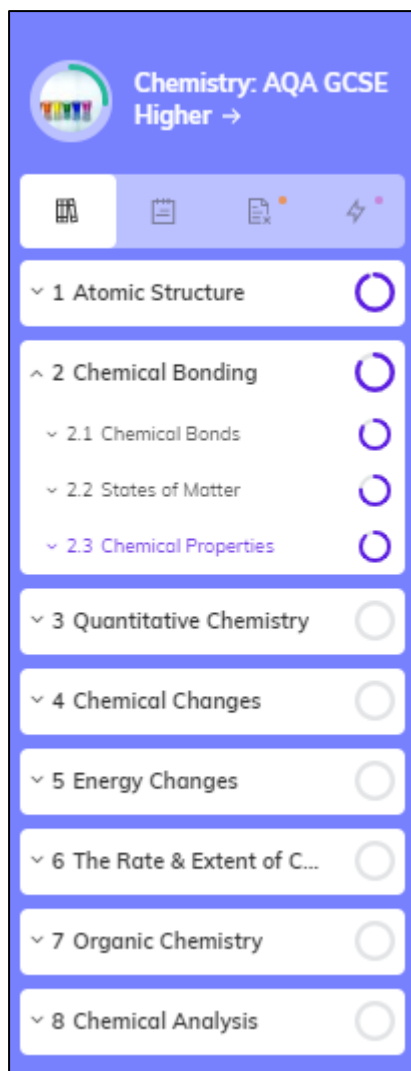
Explore the different tabs here. You will be able to use the "smart learning" feature or you will be able to focus on your wrong answers to improve scores quickly.
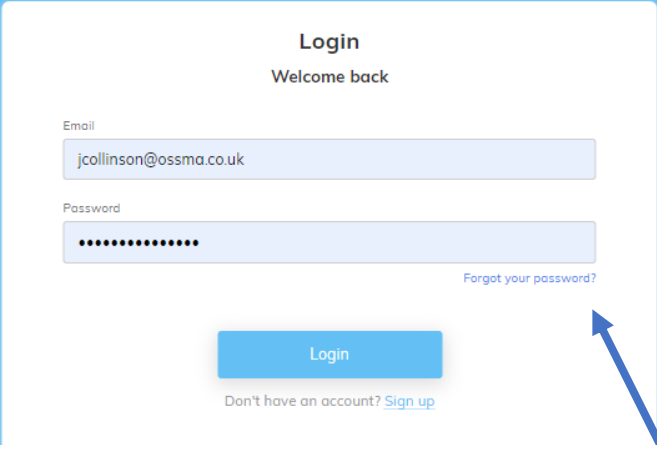
You can also check if you have completed any given assignments here as well.

Remember the smaller the circle the lower the accuracy. This is designed as a **revision** site, so the more you do, the better you will remember.

Questions and information will change the more you do, so do not be afraid to get stuck in.

Your form tutor will check the notes in your revision book and your class teacher can use Seneca to see how your accuracy and recall is progressing. You do not have to wait for an assignment to be given to you, there are literally 1000's of courses on Seneca which you have been given access to. There is nothing stopping you from completing independent work to help your studies in class.

Login

Welcome back

Email

jcollinson@ossma.co.uk

Password

•••••••••••••

Forgot your password?

Login

Don't have an account? Sign up

If you have forgotten your log in details, click here.

Type the email you used to register an account with here, if you have forgotten this I can email it to you.
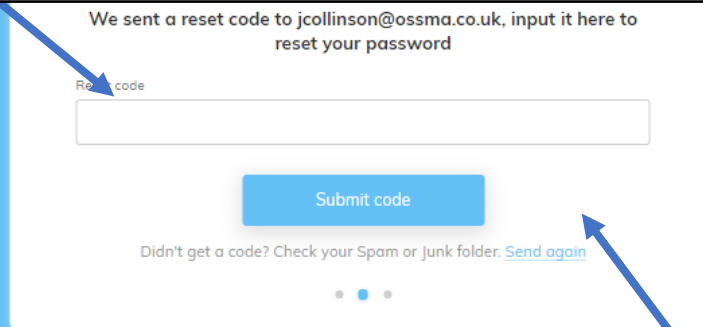
Reset your password

Input the email you used to sign up and we will send you a reset code

Email

Reset

Know your password? Log

Once you have done this, press the "reset" button.

Once you have pressed reset, check your email inbox. You should receive a code.

It will be something like "890406". Copy and paste this here:

We sent a reset code to jcollinson@ossma.co.uk, input it here to reset your password

Reset code

Submit code

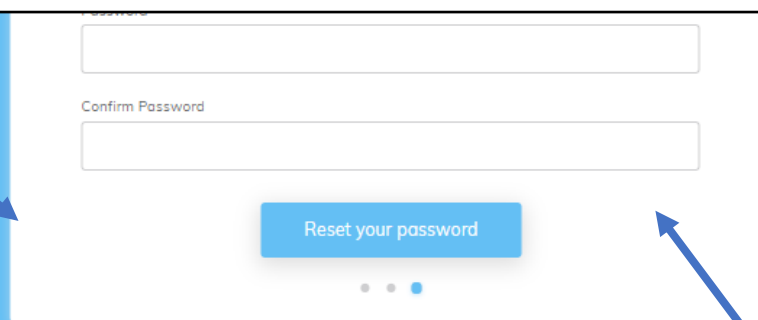Didn't get a code? Check your Spam or Junk folder. Send again

Once you have done this, press the "submit code" button.

Once you have submitted your code, you will get a screen like this:

Enter your new password here, whatever it is WRITE IT DOWN.

Password

Confirm Password

Reset your password

Retype your password here, do not copy and paste, in case you made a mistake, and press "reset your password".