

Education Sector Logon / SMS (ESL)

Ensure all the teachers who will be accessing PaCT have an Education Sector Logon (ESL) account.

- a) For teachers who do not have an ESL account:
 - The school's Delegated Authoriser can help provide the necessary evidence of identification. Information about this can be found at <http://services.education.govt.nz/education-sector-logon/about/evidence-of-identity/#eoi-requirements-for-an-education-sector-logon-user>
 - The Delegated Authoriser completes the form in the ESL under 'invite users'. If you are not sure who your Delegated Authoriser is, you can find this information when you log into the ESL. <http://services.education.govt.nz/education-sector-logon/user-support/support-for-school-delegated-authorisers/#invite-a-user-to-access-your-school>
The teacher will receive an invitation to activate their ESL and accept the invite using their user name and password. They'll then need to change their password.
- b) For teachers who already have an ESL account (e.g. from ENROL, e-AsTTle, the local Curriculum Design Tool):
 - The school's Delegated Authoriser changes their details to include PaCT <http://services.education.govt.nz/education-sector-logon/user-support/support-for-school-delegated-authorisers/#invite-a-user-to-access-your-school>
- c) Send an invitation so your administrator can use the verbal code to accept invitation to PaCT.