

## Te Pou Tautoko Ākonga Paparua<sup>1</sup> - Initial login

### Initial access email “Welcome to Te Kura”

- **Pou Whakarite (Lead Coordinator)** - Issued during attendance at an Introduction Workshop – [click here to register](#) or contact your *Kairuruku Hononga*
- **Kaimahi including Principal Nominee** - Issued by the Pou Whakarite (Lead Coordinator) for your school or organisation

### Email sent - “Welcome to Te Kura”

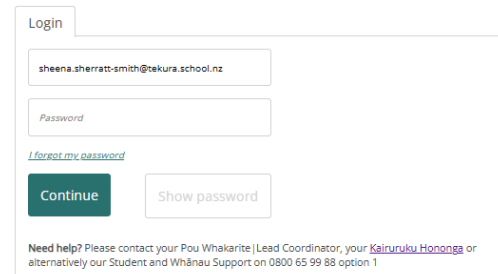
1. To the email address entered
2. Contains a unique URL link, please do NOT share
3. Valid for 24 hours. If a new login email is required it will re-direct you to request another link
4. Please check junk or spam mail.

### Initial password | Kupuhuna

\*This process creates the password, it does not automatically login to Te Pou website.

#### Requires

- One number
- One lowercase character
- One uppercase character
- Minimum 8 characters



The screenshot shows a login form with the following elements:

- A tab labeled "Login".
- An email input field containing "sheena.sherratt-smith@tekura.school.nz".
- A password input field labeled "Password".
- A link: [I forgot my password](#).
- A green "Continue" button.
- A "Show password" button.
- Footnote text: "Need help? Please contact your Pou Whakarite (Lead Coordinator, your [Kairuruku Hononga](#) or alternatively our Student and Whānau Support on 0800 65 99 88 option 1).

### Login to Te Pou Tautoko

- Log in [www.tekura.school.nz](http://www.tekura.school.nz) using menu
- This is only able to be used after the initial login access email
- Has been sent and password created



Information or queries contact Sheena Sherratt-Smith Implementation Lead, email [tepou@tekura.school.nz](mailto:tepou@tekura.school.nz) or 027 591 7742

<sup>1</sup> Te Pou Tautoko Ākonga Paparua – The online system to support Dual students  
Te Pou – The pillar   []   tautoko – support   []   ākonga - student   []   paparua - dual