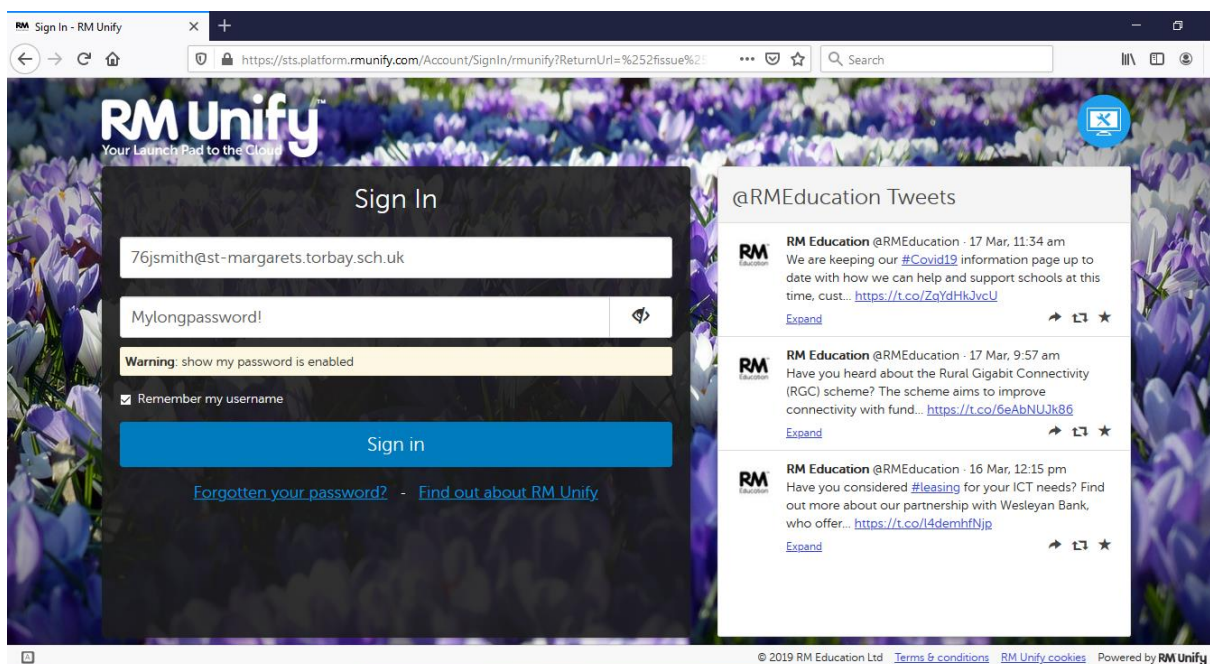


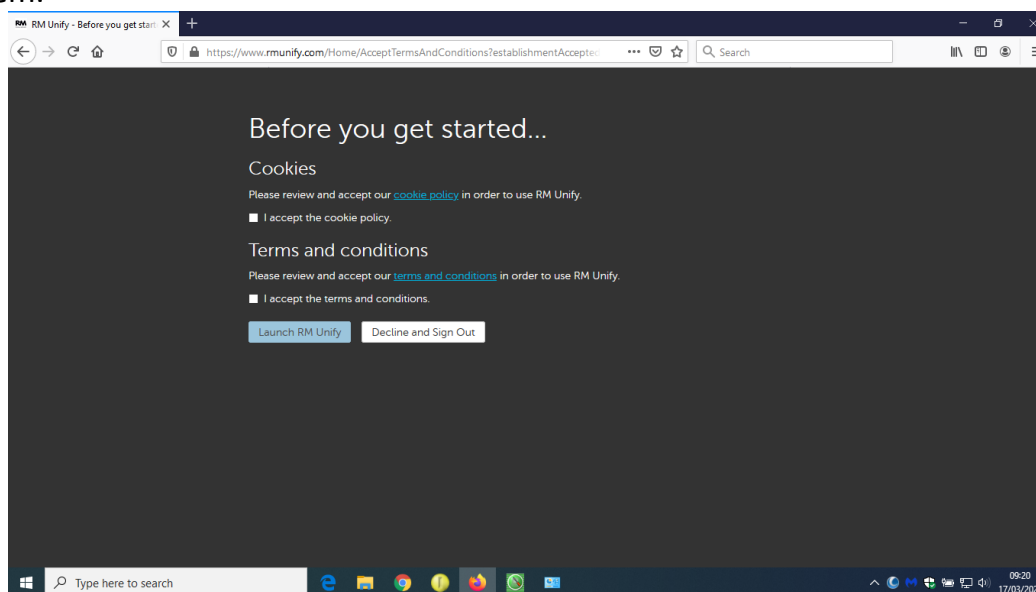


How to login to RM Unify and google apps

- You must always login to RM Unify before you can use programs like google classroom.
- Open an internet web browser such as Google Chrome on a PC, or Safari on an Apple iPad.
- Type **rmunify.com** in the address bar at the top and press Enter or click Go.



- At the RM Unify login page enter your long school email address in the first box such as 76jsmith@st-margarets.torbay.sch.uk and then your school password in the second box.
- You can check if your password is spelt right by clicking on the eye icon to show it.
- Tick the box **Remember my username** and usually you won't have to enter it again.
- Now click **Sign in**. **Do not save the password.**
- If your username or password is incorrect and you need help, in school ask your teacher. If you are at home, ask your parent or other adult who looks after you, to email ithelp@st-margarets.torbay.sch.uk using the email address the school already has for them.



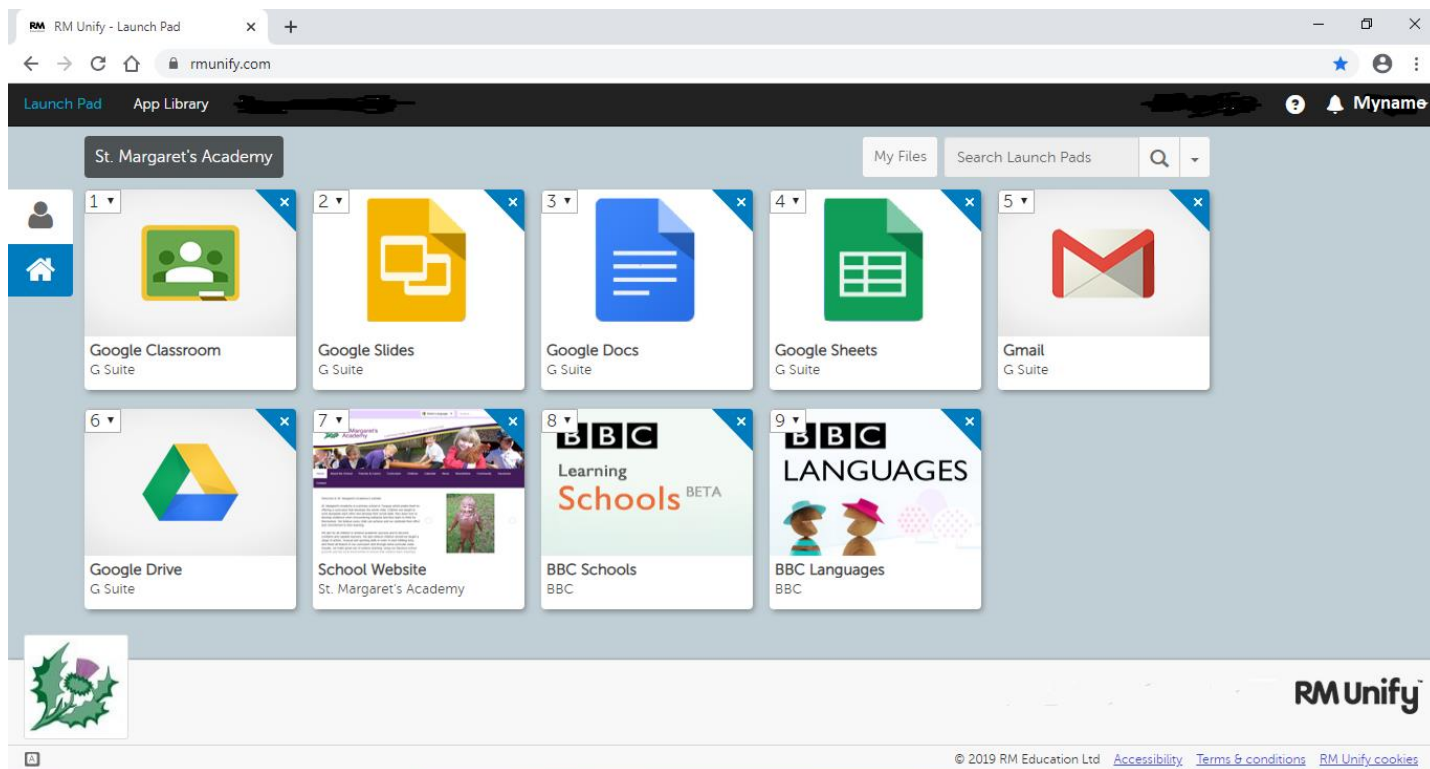
- The first time you login to RM Unify you will need to click on the 2 boxes to accept the conditions and then click **Launch RM Unify**



How to login to RM Unify and google apps



This is the main RM Unify page



- At the RM Unify home page you will see tiles for apps, such as Google Docs for writing work. Your teacher will tell you what to use.
- When you have finished, always log out of RM Unify by clicking on your name in the top right and clicking Sign Out.
- Google Email can only be used to send or receive emails from other St. Margaret's email addresses.
- You must use the internet and email sensibly and respect others.
- If you see something on the internet or email that makes you feel uncomfortable, tell a teacher or suitable adult.
- All use is monitored and we may stop you using it if you break the Acceptable Use Policy. Keep your password safe.
- Do not try to add your school account to a google or email app on an iPad or other tablet. It will not work properly and cause problems. Only use a web browser like Google Chrome.
- If you are having problems, using a different web browser such as Mozilla Firefox or Microsoft Edge may help.

