How To: Signing in & Resetting your password

Click this link or type it into your browser: <u>https://church-of-scotland-learning.circle.so</u>

A page like this should appear, click on 'sign in with an email'

Type your email and password in these boxes and click 'sign in'

If your password is incorrect or you have forgotten it, click on **'forgot your password'** to begin resetting

Type your email into this box and click 'reset my password'

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F	Forgot your password?

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You will receive an email from Church of Scotland Learning titled 'reset password instructions'.

Open this email and click on the button 'change my password'

This will take you to this page, type your new password in to both boxes and then click **'change my password'**.

This will automatically log you in and take you to the Church of Scotland Learning platform

Take note of your new password.

Once you have successfully logged in, save Church of Scotland Learning to your Favourites so you can easily access it.

- 1. Go to the browser search function at the top of your screen, where the web address is displayed.
- 2. Click on the star on the right-hand side. A drop box will appear asking if you want to add this page as a favourite, select done,
- 3. The star will turn blue meaning it is now in your favourites. This will allow you to gain access again by pressing on the favourites star. If prompted by your browser you can choose to save your login details.





You can also download the app – Circle Communities – and use Church of Scotland Learning this way. Simply download and sign in with your login details.

Hey t	here,
Some for ye the C can r butto	sone has requested to change the password pur account, which you last used to log in to hurch of Scotland Learning community. You eset your password by clicking on the n below:
C	hange my password
lf you email	ı didn't request this, please ignore this I.
Your the b	password won't change until you click on utton above and choose a new one
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	Change your password
	New Password
	Confirm paceword
	Commin password
	Change my password