

Seneca Guidance

January 2021

Common Issues

- Mistyping email address
- Mistyping passwords
- Forgetting passwords
- Not checking that all sections of an assignment are complete
- Not completing assignments with a high enough score

This guide shows you how to address all of the above issues.

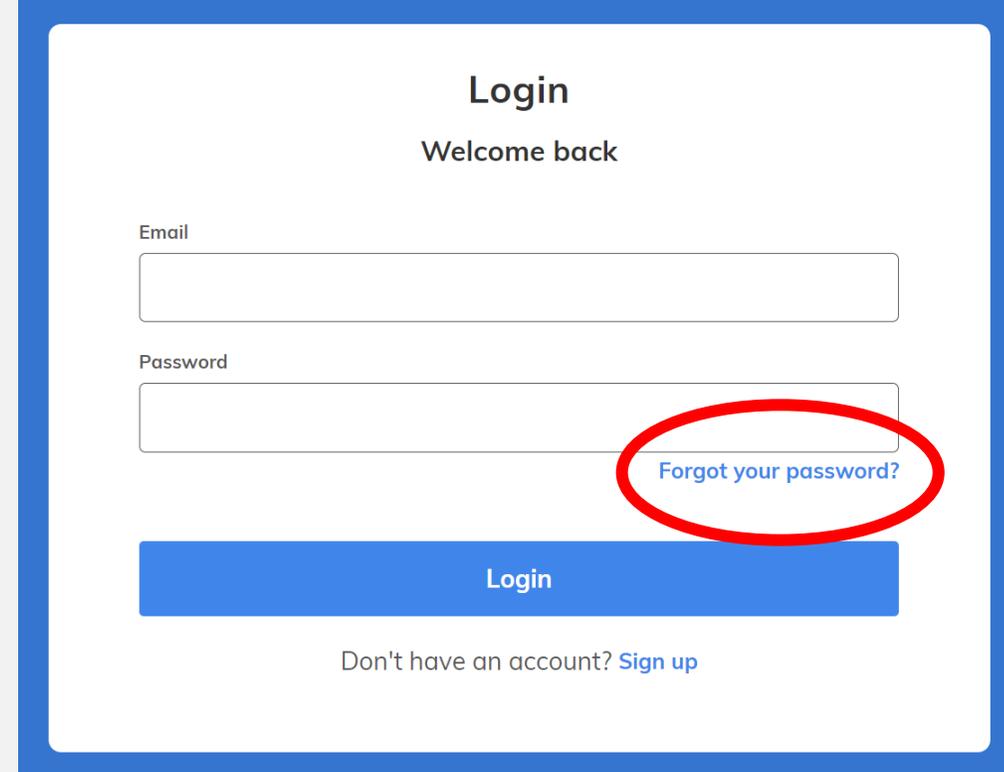
Signing up and logging in

KBA has purchased Premium Seneca accounts for all pupils. These accounts already exist and are linked to their school email address.

Login → Forgot Password

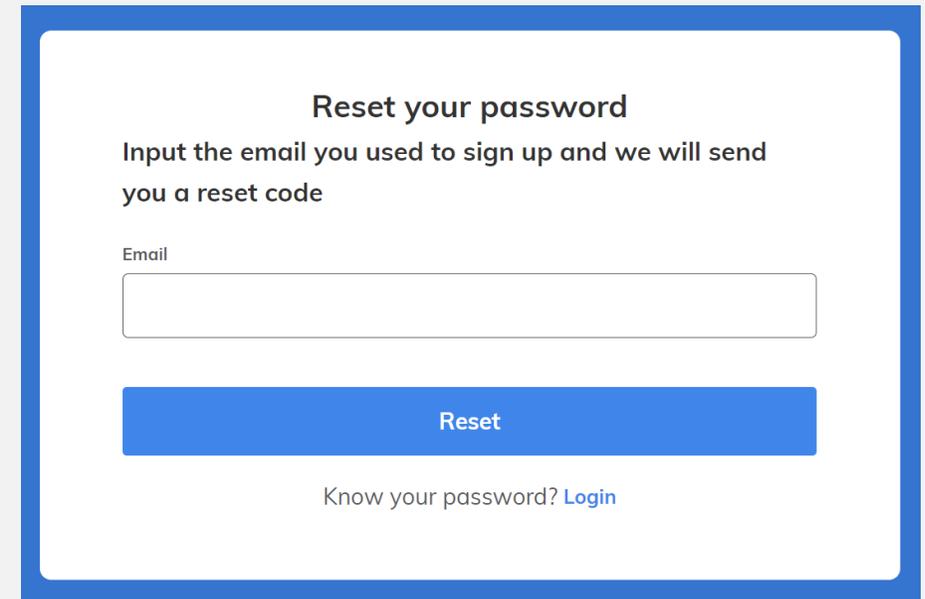
This will allow to reset your password and pick a new one. Follow the instructions on screen.

You must use your correct school email address.



The screenshot shows a login interface with the following elements:

- Header: "Login" and "Welcome back"
- Form fields: "Email" and "Password" (both empty)
- Link: "Forgot your password?" (circled in red)
- Button: "Login" (blue)
- Footer: "Don't have an account? [Sign up](#)"



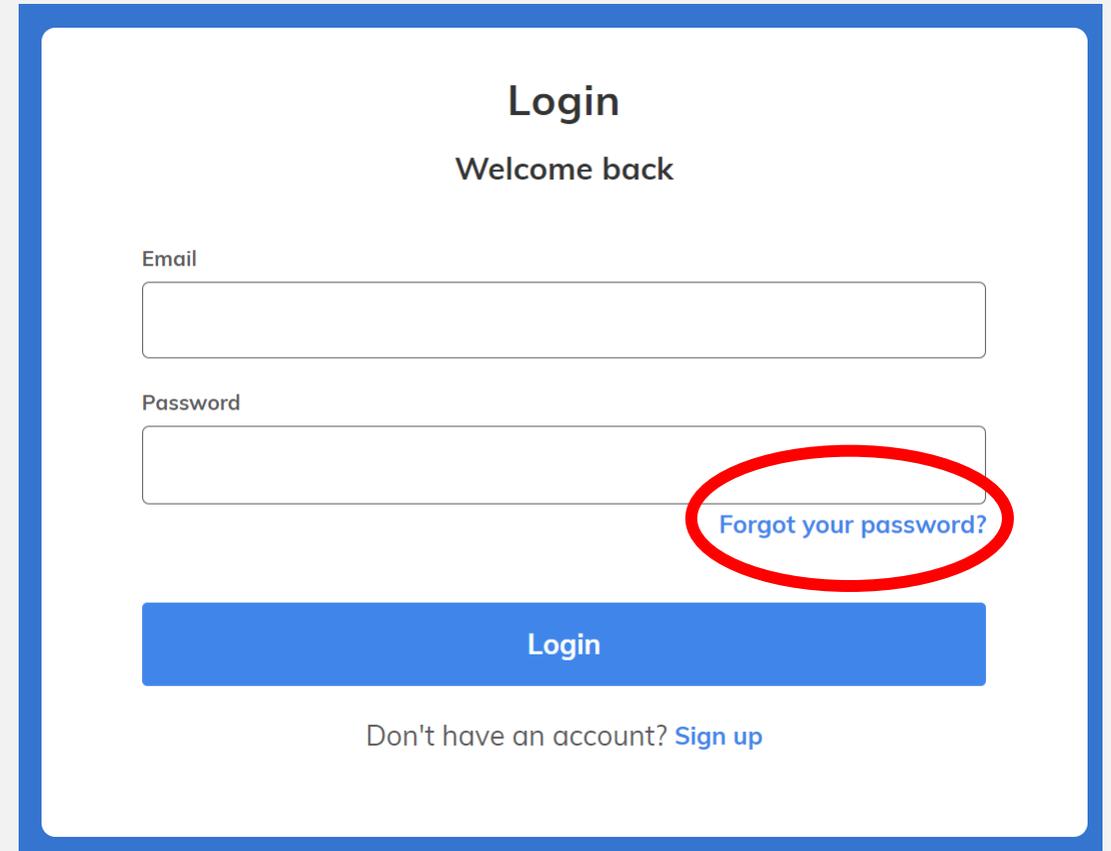
The screenshot shows a password reset interface with the following elements:

- Header: "Reset your password"
- Text: "Input the email you used to sign up and we will send you a reset code"
- Form field: "Email" (empty)
- Button: "Reset" (blue)
- Footer: "Know your password? [Login](#)"

You must use your **correct** school email to login.

You need to **remember your password**. You could use a password manager, or write it down.

If you forget your password at any point, you can click on **Forgot Password** and follow the instructions to reset it.



The image shows a login form with the following elements:

- Header:** "Login" and "Welcome back".
- Form Fields:** "Email" and "Password" labels above their respective input boxes.
- Link:** "Forgot your password?" is a blue link located at the bottom right of the password input field, circled in red.
- Button:** A blue "Login" button.
- Footer:** "Don't have an account? [Sign up](#)".

Joining a class

To join a class, click **Classes and Assignments**.

This is where you can see which classes you are a member of, and keep track of assignments that have been set.

The screenshot shows the SENECA website interface. At the top left is the SENECA logo. The top navigation bar includes 'Home', 'Courses', and 'Classes & assignments' (which is underlined). Below this, there are three tabs: 'Classes' (underlined), 'Upcoming Assignments', and 'Past Assignments'. To the right of these tabs are two buttons: 'Invite a teacher' and 'Join class'. A white arrow points from the 'Join class' button to a text box on the right. Below the navigation is a large image of a person in a white lab coat with '07e/Sc3' and 'Wajiha Syed-Anderson' overlaid on it. The person is wearing blue gloves and holding several small vials.

If your teacher has given you a **class code**, click **Join Class** and enter the code. You can copy and paste this from SMHW.

Your teacher might have given you a link to click instead – this will automatically join the class for you

Completing Assignments

When you log in, your **home screen** looks like this. The background should be purple – this shows you have a Premium account. Contact your teacher if you do not have a purple background.

This section shows you **assignments that have been set** and need to be completed. There might be more than one assignment.

Click **Start Learning** to begin the assignment.
Click **See More** to view all of the sections in the assignment. They all need to be completed in order to complete the assignment.

Home Courses Classes & assignments

Upgrade your plan to text a tutor whenever you're stuck. All subjects, every day of the week. 🚀

Search for a course...

Recent courses

See all

- Biology: AQA GCSE Higher - HyperLearning Premium
- Combined Science Biology: AQA GCSE Higher
- Combined Science Chemistry: AQA GCSE Foundation
- Science: KS3 - Standardised Assessments
- Science: KS3 HyperLearning Premium

+ Add a course

Next assignment due

Wednesday Seneca Practice Start learning

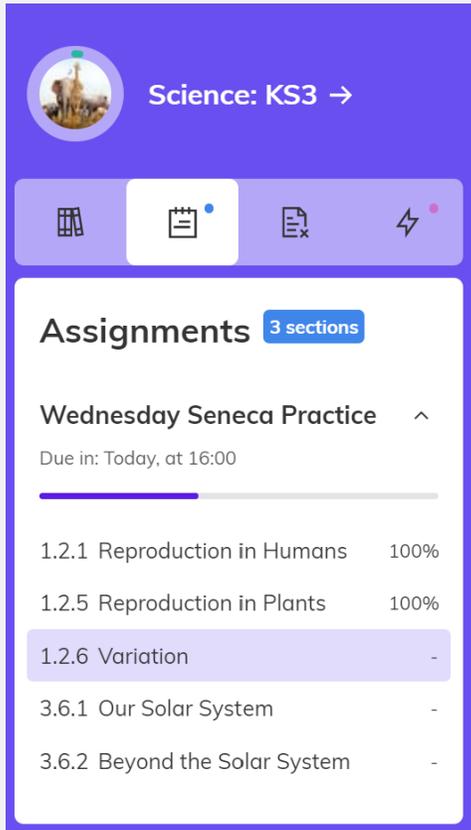
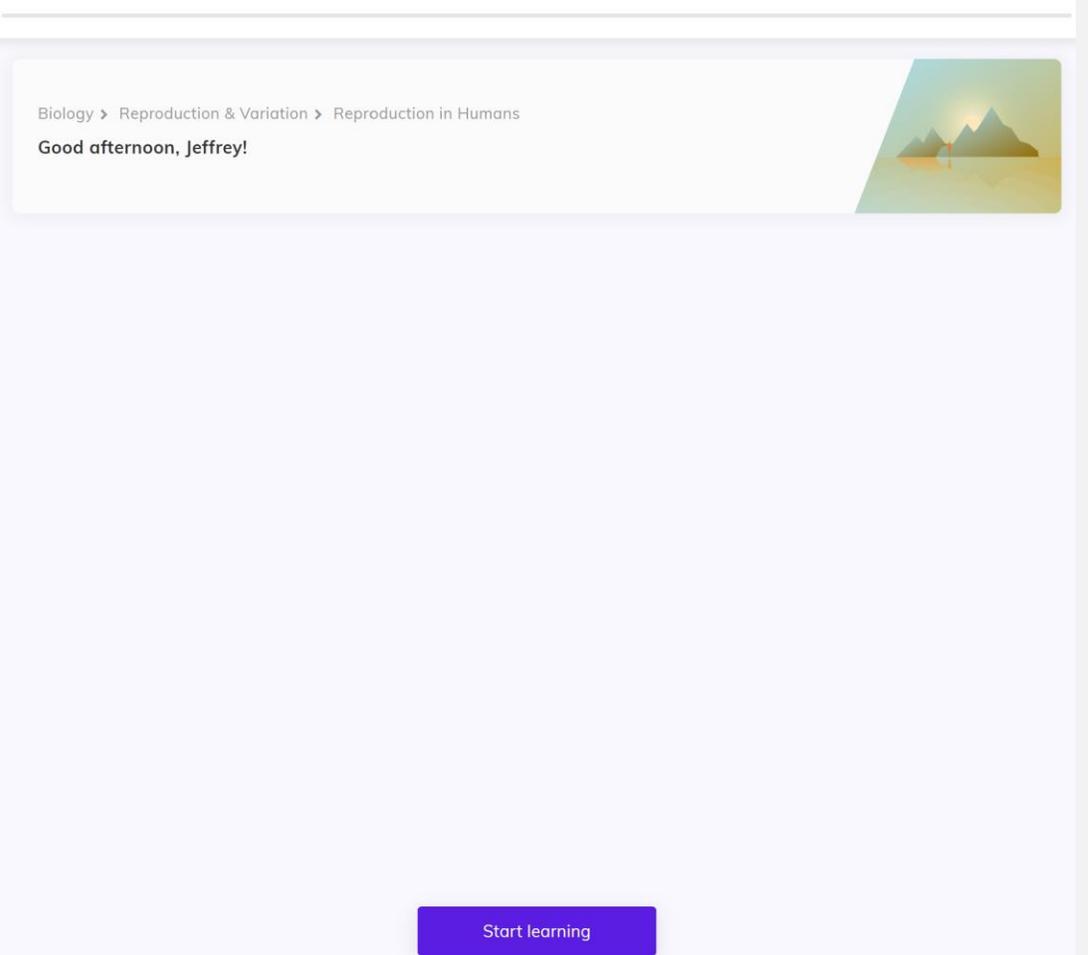
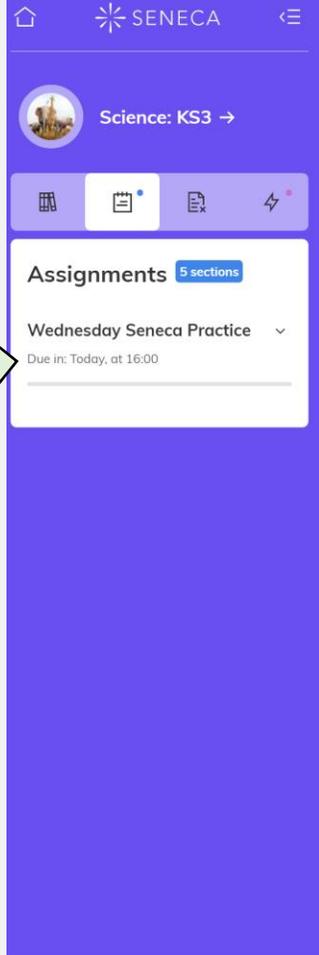
Due: 📅 Today 🕒 16:00
Wajiha Syed-Anderson's class

- 1.2.1 Reproduction in Humans -
- 1.2.5 Reproduction in Plants -
- 1.2.6 Variation -

See more ▾

When you click Start Learning, Seneca opens the Assignment. The screen looks like this.

This is the Assignment. Click the down arrow to see what section it contains.

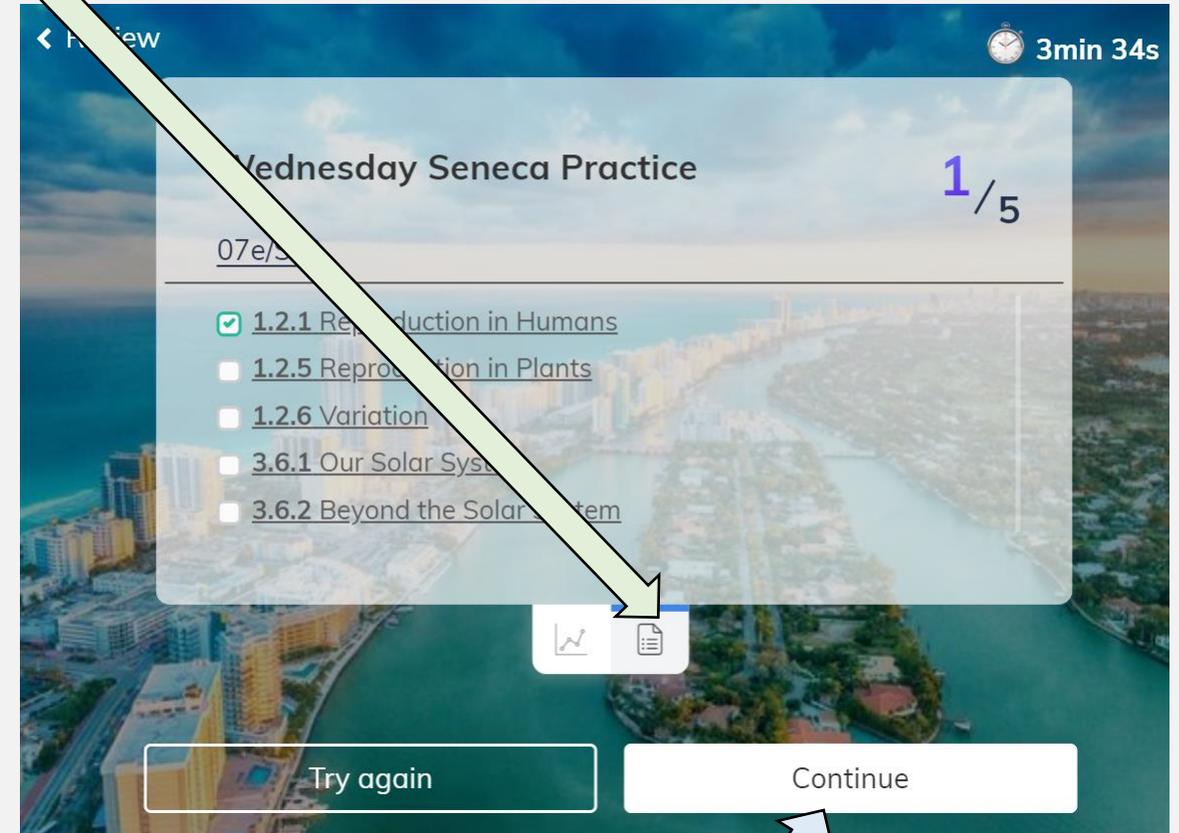
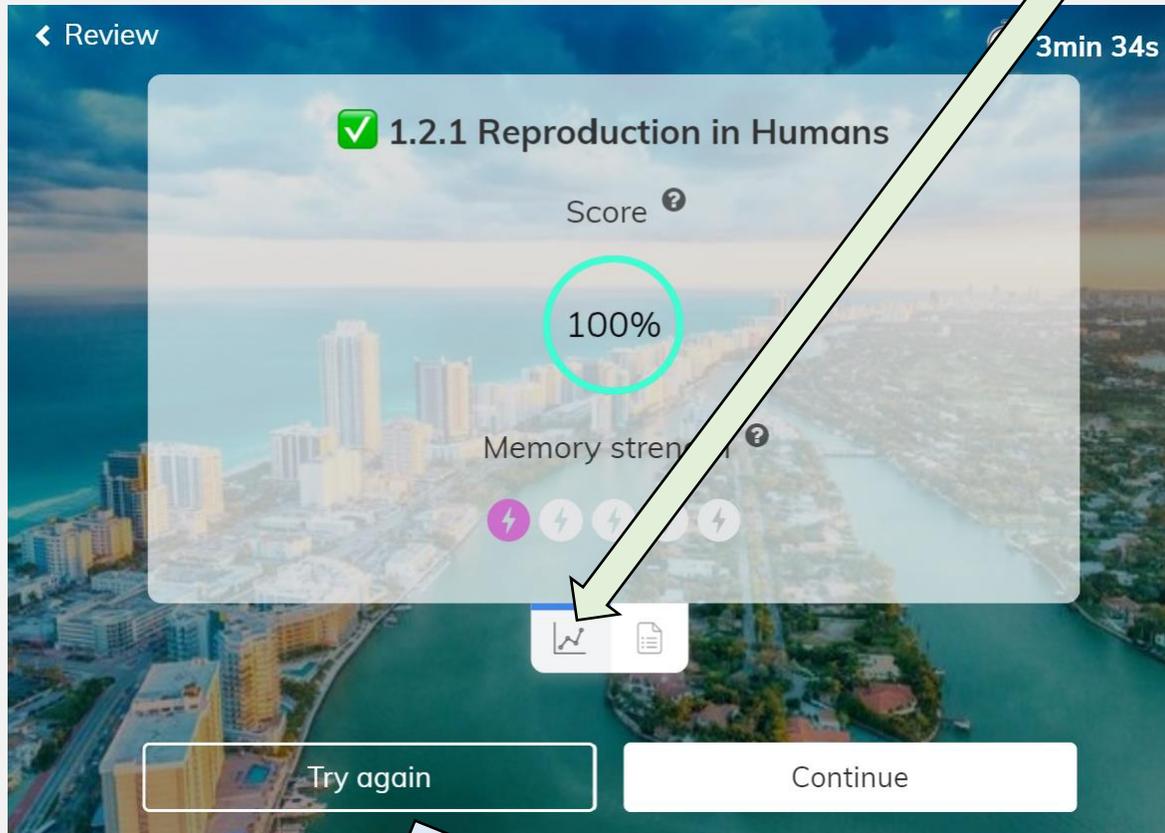


You can see your score on each section, your progress, and the due date in the expanded view

Start learning

Click Start Learning to begin

After completing a section, Seneca shows you how well you did and how far through the Assignment you are.
You can switch between these views by clicking the button at the bottom.



You can repeat the section by clicking **Try Again**. This will let you try to improve your score.
You can move on to the next section by clicking **Continue**.

When an Assignment is complete, you see this screen with a big tick and each section is ticked

< Review 1min 04s

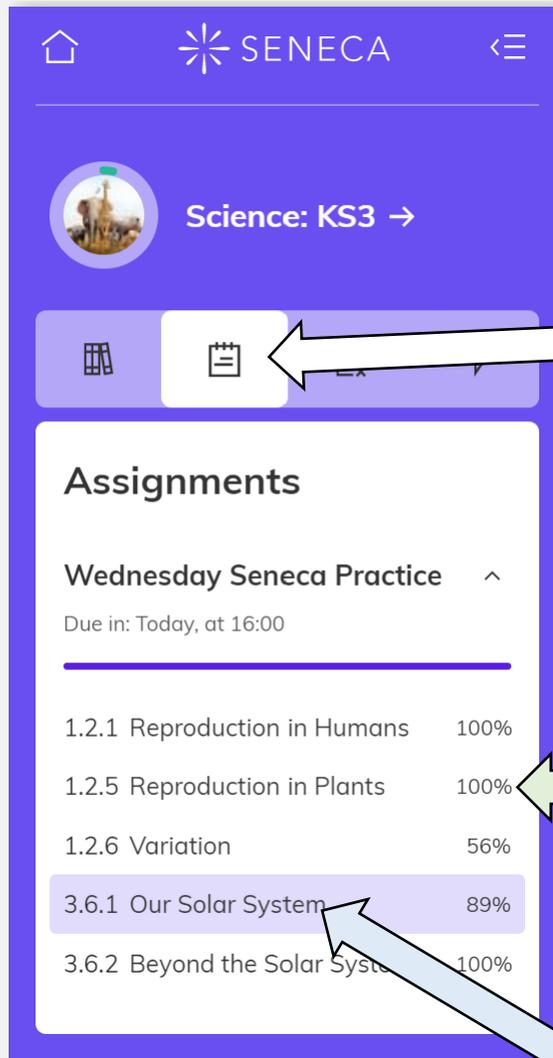
Wednesday Seneca Practice

07/03/23

- [1.2.1 Reproduction in Humans](#)
- [1.2.5 Reproduction in Plants](#)
- [1.2.6 Variation](#)
- [3.6.1 Our Solar System](#)
- [3.6.2 Beyond the Solar System](#)

Try again Continue

This only shows that you have completed the assignment – it does not mean that you have got everything correct!



Make sure you are on the Assignments tab.

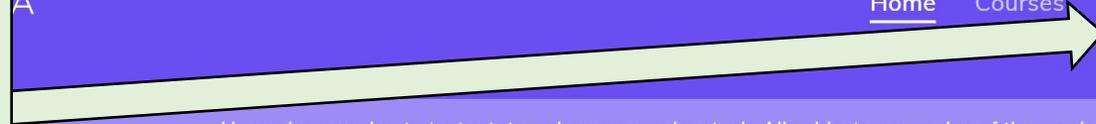
Teachers might expect you to get a certain score in an assignment. This is where you can check how you are doing and re-attempt sections

You can see at the side of the screen what percent you have got in each section.

You can click on a section to open it up and try it again. This is how you can improve your score.

If you miss a deadline, or want to see your old assignments, click on the **Classes & Assignments** button

A



Upgrade your plan to text a tutor whenever you're stuck. All subjects, every day of the week. 🚀

🔍 Search for a course...

Recent courses See all

| | | | | | |
|---|--|--|---|---|---|
| Science: KS3 |  | Biology: AQA GCSE Higher - HyperLearning Premium |  | Combined Science Biology: AQA GCSE Higher |  |
| Combined Science Chemistry: AQA GCSE Foundation |  | Science: KS3 - Standardised Assessments |  | + Add a course | |

Next assignment due

Wednesday Seneca Practice [Start learning](#)

 Due: 🇮🇪 Today ⌚ 16:00
Wajiha Syed-Anderson's class

| | |
|---------------------------------|------|
| ✓ 1.2.1 Reproduction in Humans | 100% |
| ✓ 1.2.5 Reproduction in Plants | 100% |
| ✓ 1.2.6 Variation | 56% |
| ✓ 3.6.1 Our Solar System | 89% |
| ✓ 3.6.2 Beyond the Solar System | 100% |

Classes

Upcoming Assignments

Past Assignments

Invite a teacher

Join class

Look in the **Past Assignments** section. It shows you any assignments that have now gone past their due date. You can still complete them.

Assessments

Start learning

Today 08:00

Wajiha Syed-Anderson's class

1.1.1 Standardised Assessment - Cells -

1.1.2 Standardised Assessment - Living Things -

1.4.1 Standardised Assessment - Particles -

[See more](#) ▾

Particles

Start learning



Due: 7 days ago 08:45

Wajiha Syed-Anderson's class

2.1.6 Conservation of Mass -

2.1.7 Purity of Substances -

2.1.8 Mixtures & Separating Mixtures -

[See more](#) ▾