

# 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.

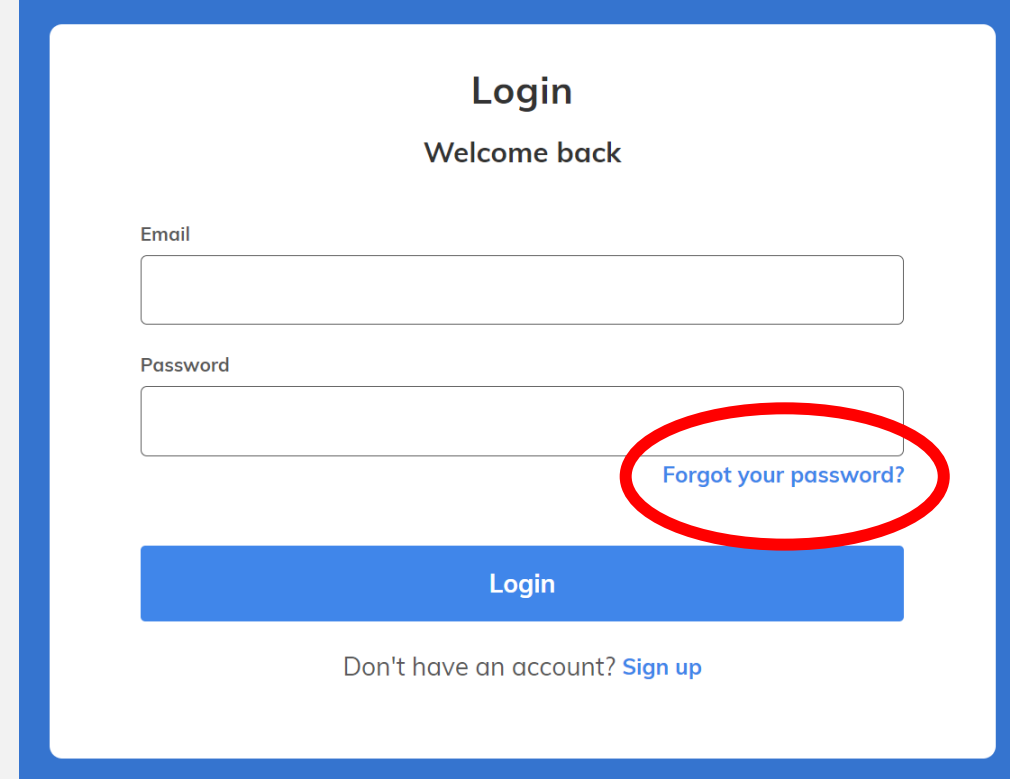
Signing up and logging in

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.**



**Login**  
Welcome back

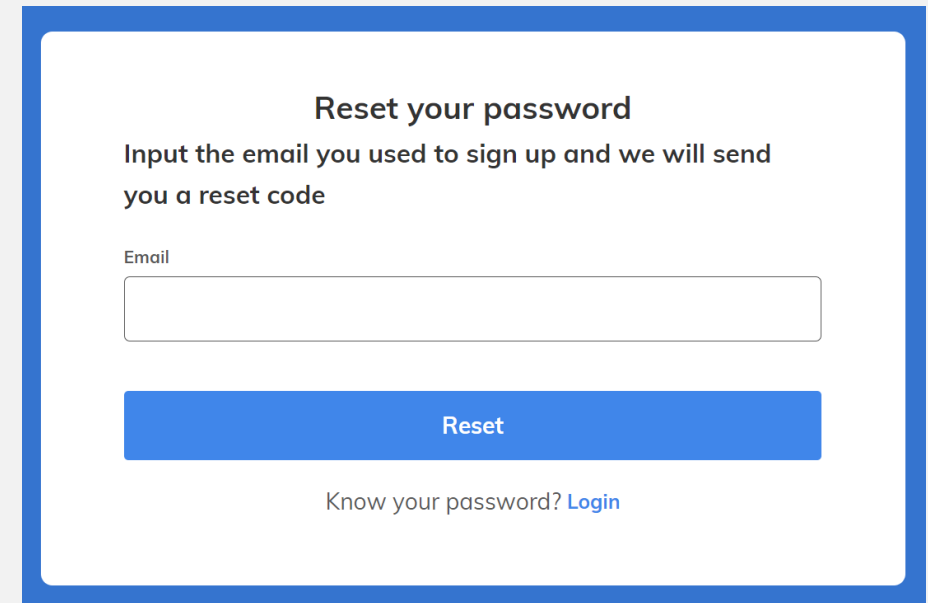
Email

Password

[Forgot your password?](#)

**Login**

Don't have an account? [Sign up](#)



**Reset your password**  
Input the email you used to sign up and we will send you a reset code

Email

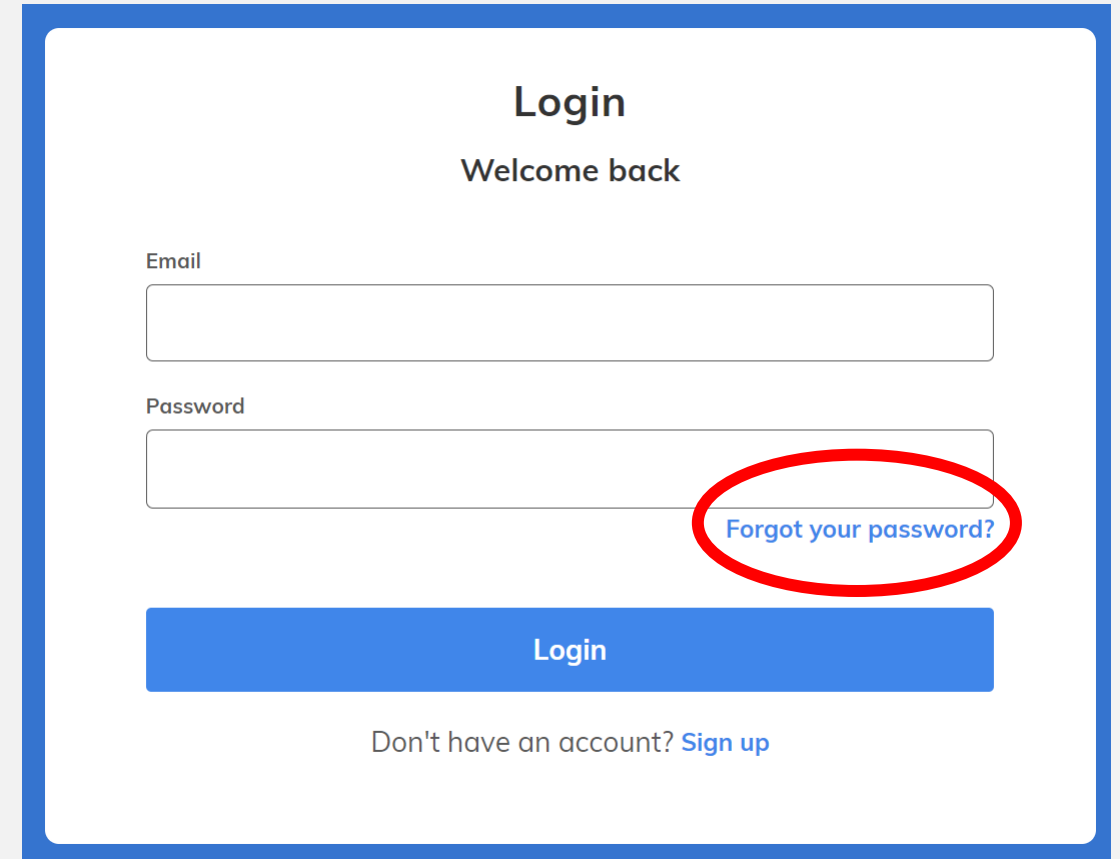
**Reset**

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.

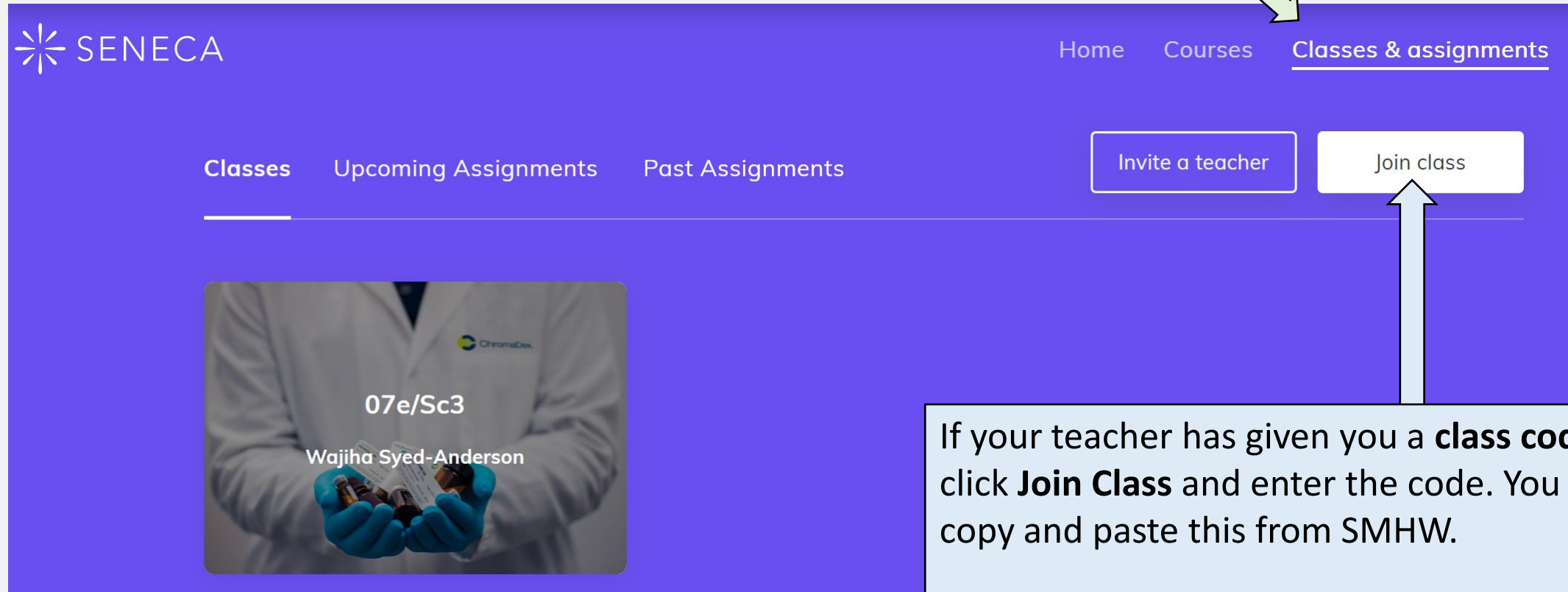


The image shows a login form with a blue border. At the top, it says "Login" and "Welcome back". Below this are two input fields: "Email" and "Password". To the right of the "Password" field, there is a link that says "Forgot your password?". This link is circled in red. Below the input fields is a blue button labeled "Login". At the bottom, it says "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.



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

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

See all

### 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

-

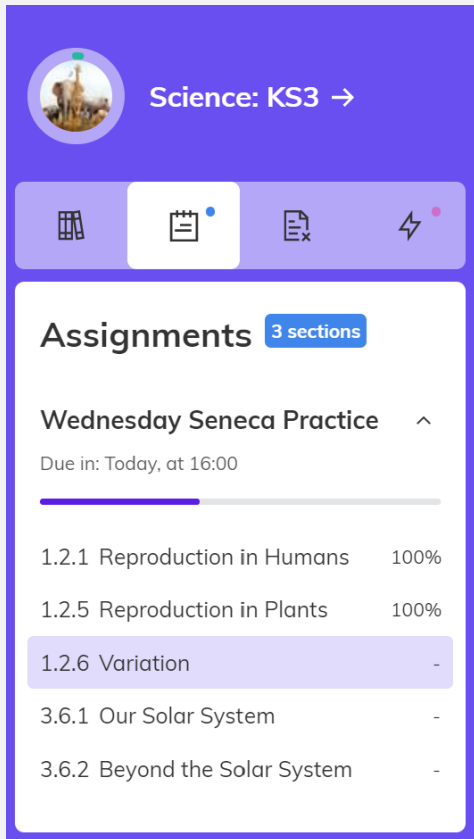
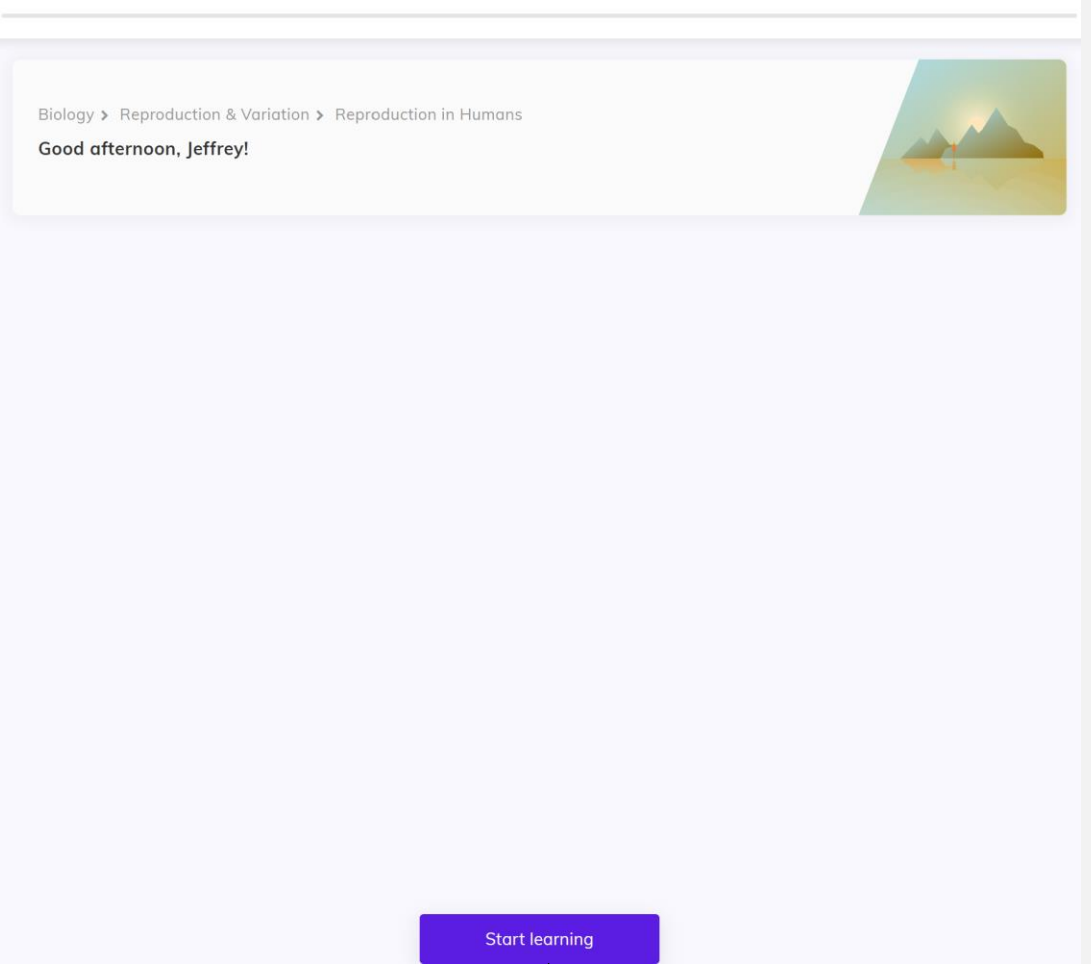
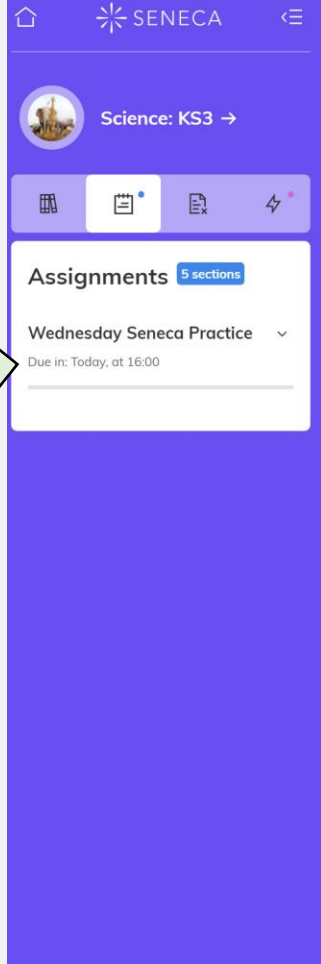
1.2.6 Variation

-

See more ▾

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

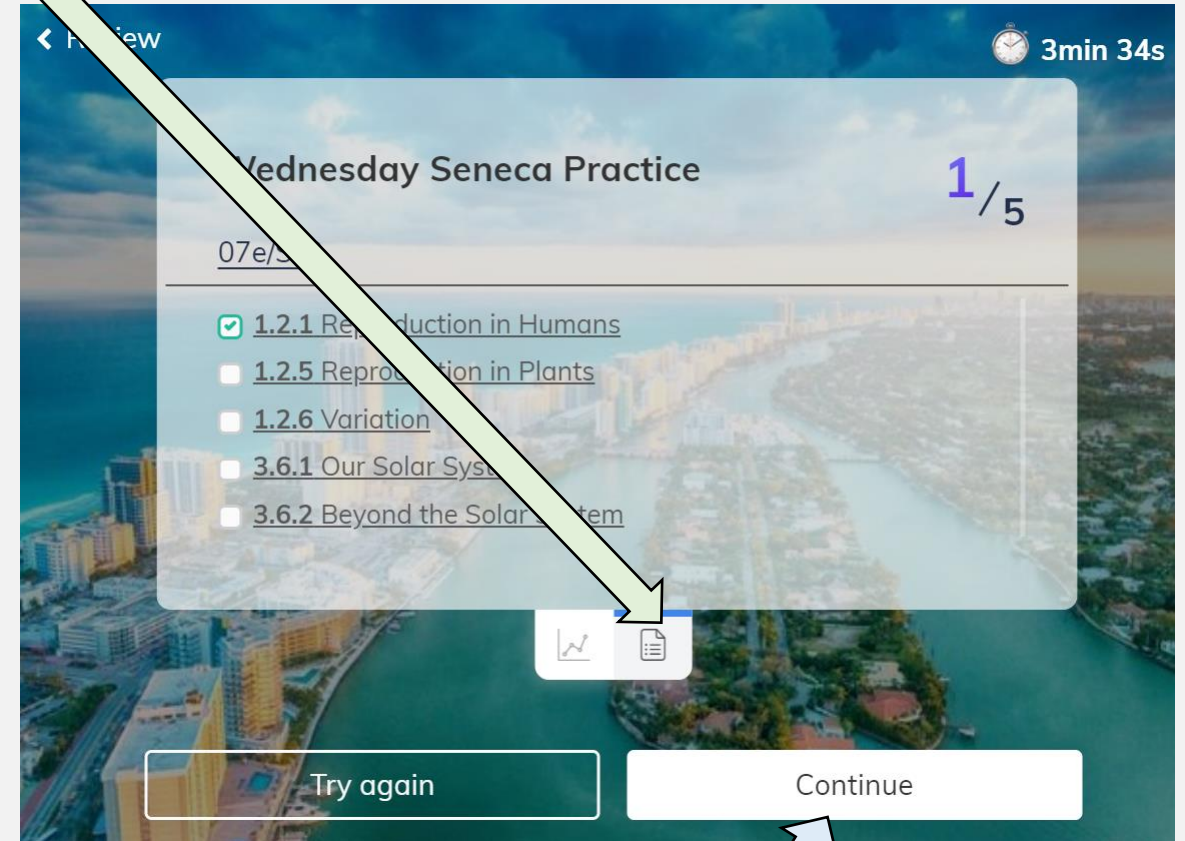
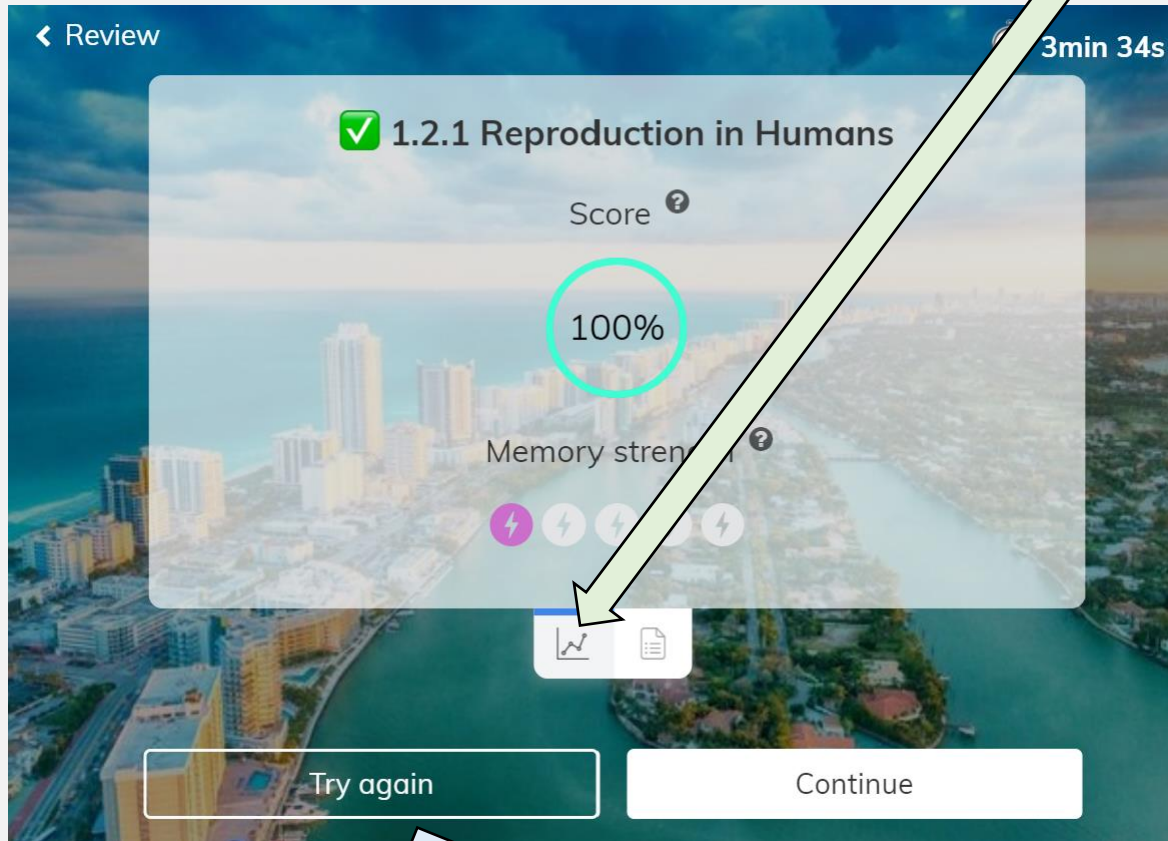
This is the Assignment. Click the down arrow to see what section it contains.



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

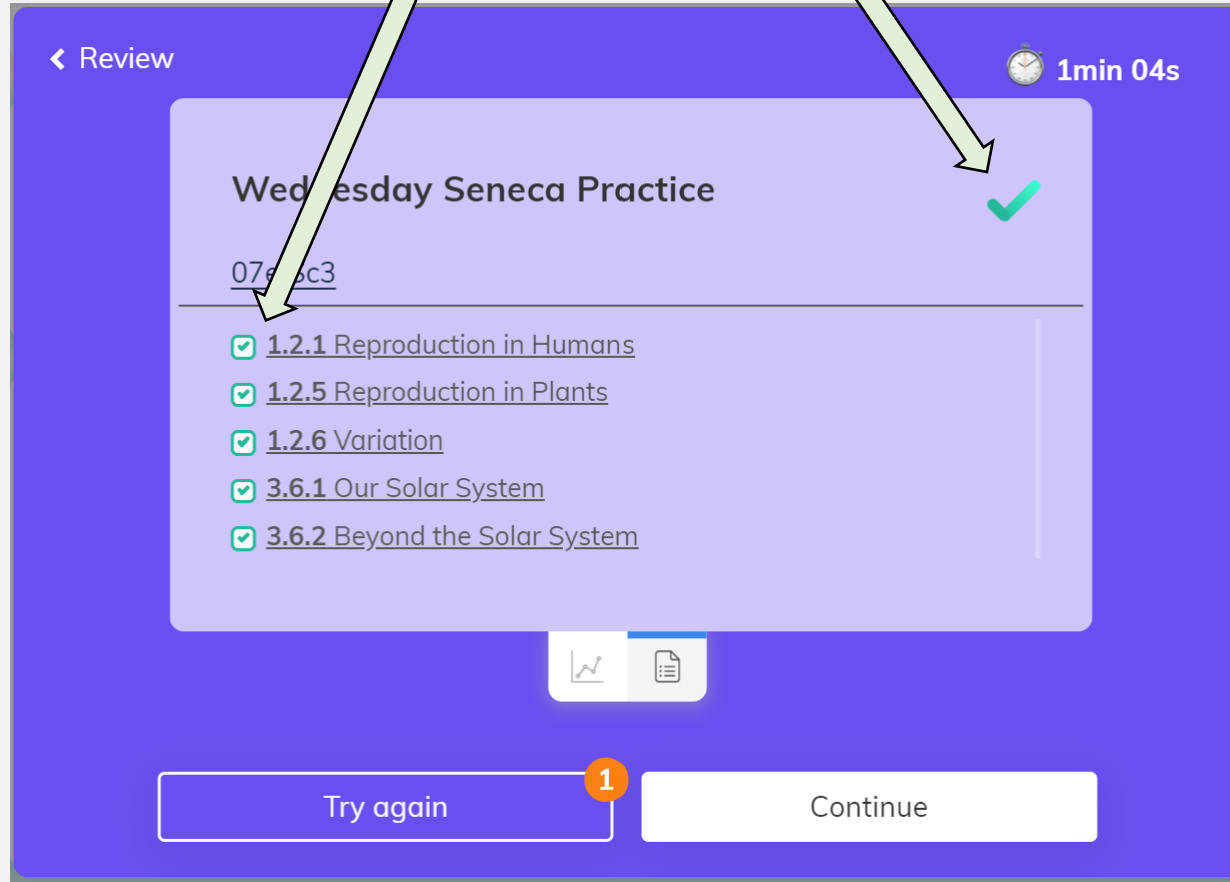
Click Start Learning to begin

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.

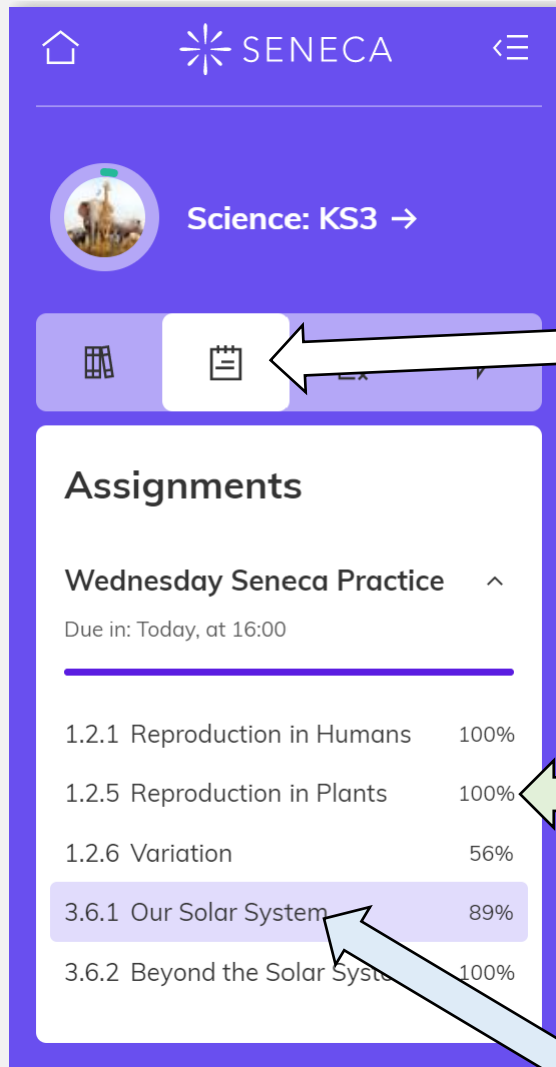


You can repeat the section by clicking **Try Again**. This will let you try to improve your score.  
You can move on to the next section by clicking **Continue**.

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



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


[Home](#) [Courses](#) [Classes & assignments](#)

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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

100%

12.1 Reproduction in Humans

100%

12.5 Reproduction in Plants

56%

1.2.6 Variation

89%

3.6.1 Our Solar System

100%

3.6.2 Beyond the Solar System

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](#) ▾