



Student Academic Reports on SEQTA Engage

Dear Parents and Caregivers,

This semester, we are excited to introduce SEQTA Engage as the platform for distributing student academic reports at St Joseph's Kingswood. This digital platform is used widely across Catholic schools in South Australia and provides parents and caregivers with secure, real-time access to their child's academic progress.

From this semester onward, all school reports will be available online via the SEQTA Engage app. You will no longer receive printed copies.

How to Access SEQTA Engage

On Thursday 22nd May, you will receive a welcome email with details on how to set-up your SEQTA Engage login. For security purposes, you will need to activate your account within 7 days of receiving the login details. After this time, the link provided will expire and a new link will be sent. Your email address will be the one recorded in our school's system. If you require assistance with the login process, please contact the school on 08 8273 3300 or email mmastrangelo@stjk.catholic.edu.au.



The SEQTA Engage app is available on both the Apple App Store and Google Play. Please follow the steps in the attached guide to complete your account setup.

As part of our ongoing commitment to sustainability and care for creation, this move to digital reporting supports our school's ecological values. If you require a printed copy and are unable to do so, please contact the school.

We thank you for supporting this more efficient and sustainable way to access your child's learning progress. Semester One Reports will be available from Wednesday 2nd July. As always, you are welcome to make a time to meet with your child/ren's teacher should you wish to discuss their results and progress.

Kind regards,

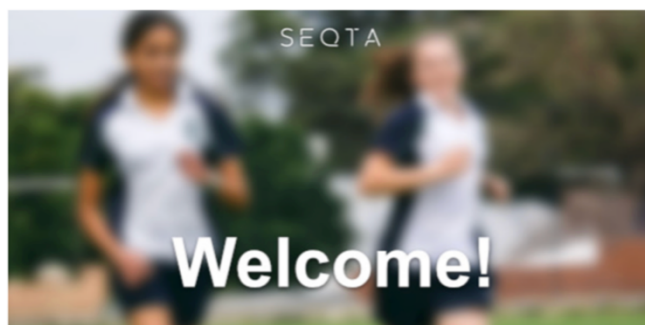
Michael Mastrangelo
SEQTA, Assessment and Curriculum Leader



Instructions for Parents and Caregivers to Access Student Reports on SEQTA Engage

To access your child/children's reports on SEQTA Engage, you will need to:

1. Click on the link provided in the email 'Welcome to SEQTA Engage'.
2. Click on 'Set up your account now' which is found at the bottom of the Welcome page under St Joseph's School – Kingswood.



Welcome to SEQTA Engage.

St Joseph's School – Kingswood has created a SEQTA Engage account for you.

[Set up your account now.](#)  [Click to set up account](#)

3. The SEQTA Engage website will open on your internet browser. You will be prompted to enter a '**Desired Username**', please use your email address.
4. Enter your preferred password and confirm.
5. Click '**Log In**'.

Set up your account

Enter the username and password you want to use to access SEQTA.

DESIRED USERNAME


DESIRED PASSWORD

CONFIRM PASSWORD

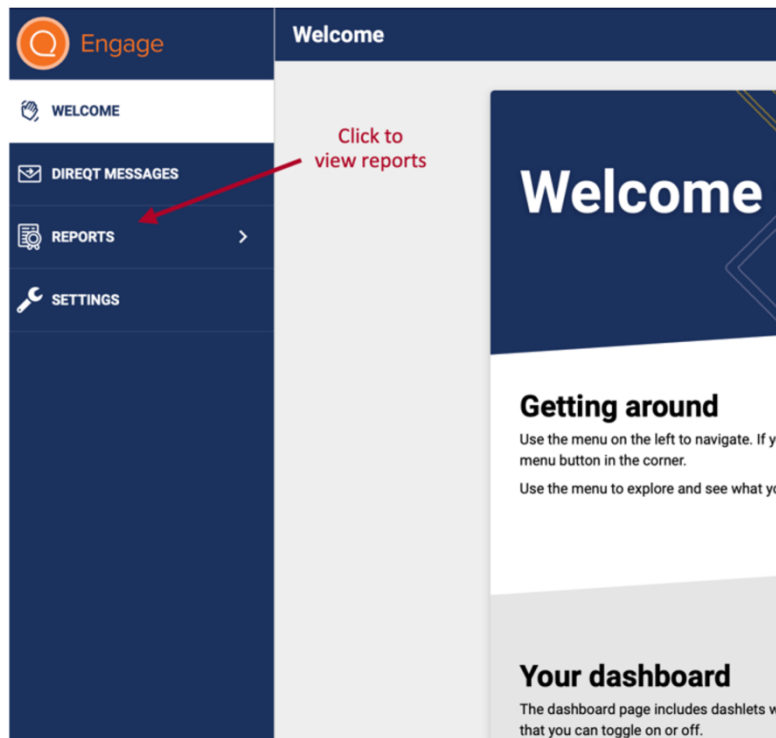
PASSWORD WARNINGS

PASSWORD SUGGESTIONS

Log in

SEQTA  Engage

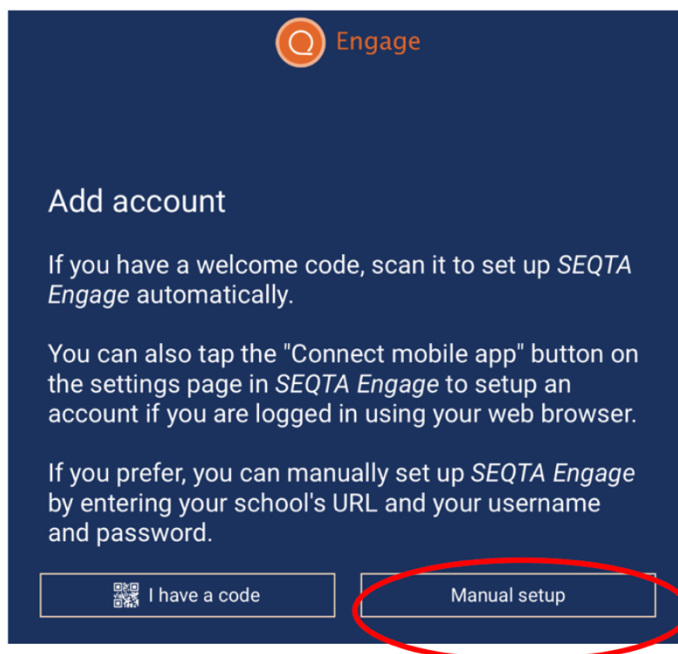
6. Once you have logged in, you will be directed to the Welcome Page. Navigate to the left-hand menu panel. When your child's report is made available, click on the '**Reports**' tab, which will then display a PDF record that you can view, download, save and print.



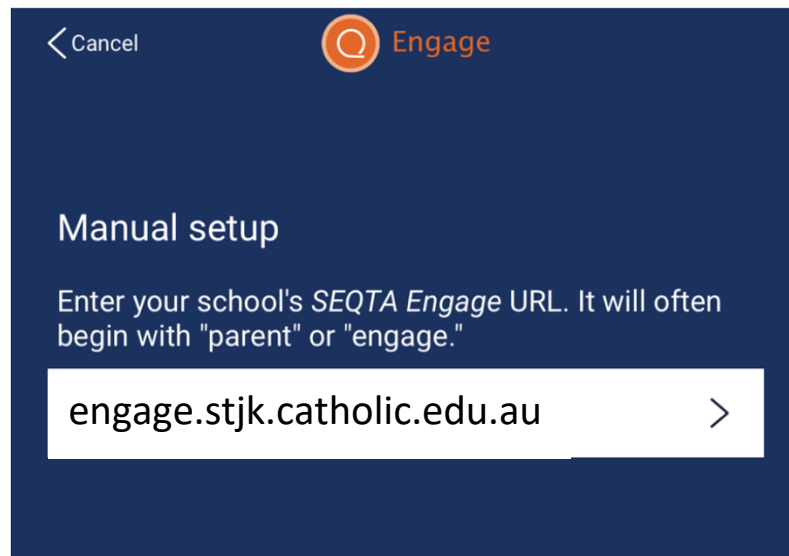
7. After creating your SEQTA account, visit the Apple App Store or Google Play Store and download the 'SEQTA Engage' app, as displayed below:



8. Open the app and you will be prompted to 'Add Account'. Select '**Manual Setup**'.



9. Enter the school's unique SEQTA Engage address: engage.stjk.catholic.edu.au

A screenshot of the Engage app's manual setup screen. The screen has a dark blue background. At the top left is a back arrow and the word "Cancel". At the top center is the Engage logo, which consists of an orange circle with a white 'Q' inside, followed by the word "Engage" in orange. Below the logo, the text "Manual setup" is displayed in white. Underneath, a white text box contains the instruction: "Enter your school's SEQTA Engage URL. It will often begin with 'parent' or 'engage.'" Below this instruction is a white input field containing the text "engage.stjk.catholic.edu.au". To the right of the input field is a white right-pointing chevron (>).

10. Enter your username as the email address you entered earlier, and password to login.
11. To access your child's report, the **Reports** menu will display all children in your family, Reception to Year 6. Click on your child's name and any Semester reports that have been generated will be visible once reports have been published in Week 10.