

# WELCOME

# SEPTEMBER 2023

Before you attend your welcome day, please make sure you have completed the four tasks below.

Level 3 and AS learners also please complete Task 5.

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## Find your temporary college password



This has been sent to the number you provided on your application form within 24 hours of your confirmed enrolment.

Be careful! The message may have come from what looks like a random mobile number depending on your phone service provider.

**NOTE DOWN THIS PASSWORD**

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## Write down your new college I.D and your username



Your college **student ID number** is on your ID badge and your college enrolment confirmation form. It will be similar to: **DRE23123456**

Your **college username** is your **student number** followed by the suffix **@stu.gcs.ac.uk**

It will look something like: **DRE23123456@stu.gcs.ac.uk**

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## Download the Gower College Swansea App 'ENGAGE' from your App-store



This will be your central hub of information during your time at college - timetables, targets, records of results, messages from the college and many other key benefits.

Please watch this video on how to **log in** to the Engage App using your **student ID** (not your username) and your **new password**



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## Log in to your Office 365 account



You will need your Office 365 account to communicate via Teams messaging, store your work and access important programmes such as Word, Excel and Powerpoint whilst at college.

Please watch this video on how to log in to the Engage App using your full college username (not just your ID) **eg: DRE23123456@stu.gcs.ac.uk** and your **new password**.



For AS learners and Level 3 Learners only

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## Complete your three WEST assessments

There are three Wales Essential Skills Toolkit (WEST) activities for all Level3 learners and AS learners to complete prior to starting - giving your staff an understanding of your skills levels in Literacy, Numeracy and Digital Literacy.

Your log in is your student ID number: **eg: DRE23123456**

Your Password is your date of birth (ddmmyyyy): **eg: 23102007**

Organisation is: **Gower College**

To access each of the activities please search for '**Wales Essential Skills toolkit**'

Please only complete one assessment per day