



## Insight Guide to Remote Learning

Dear Students

During this period, you will be receiving work from teachers by email. You will also be able to access the Insight portal that your parents have access to in order to see what assignments have been set. Some students and parents have not received some emails due to the Insight server being busy. By accessing the app, you will be able to check you have not missed anything that has been sent.

### Student guide to installing the INSIGHT App

1. Go to the App Store or Play Store and search for "TASC Insight".
2. Download and install this as you would with any other app.
3. Once you have installed and opened the app, you will need to click the cog button on the top right of the screen then either scan the QR code on the INSIGHT homepage on the website on your PC, or enter the URL of your Insight page into the app.
4. The URL for our school is <https://insight.st-crispins.wokingham.sch.uk/INSIGHT/>

Insight

Username

Password

Remember me

Sign in Password recovery



5. You will need to login using your school email address and password

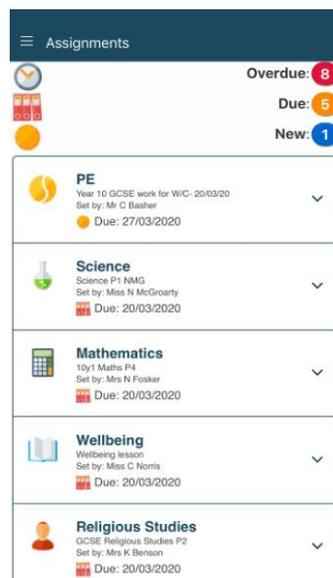
**We would suggest that for safety you do not click on the 'remember me' button if you are using the app on your phone or a shared device.**

You can also access INSIGHT on a PC: <https://insight.st-crispins.wokingham.sch.uk/INSIGHT/>



## Key Points:

- Please do not reply to the Insight email that you receive if you want to communicate with your teacher. **Email your teacher directly on their school email address.** Remember all teacher emails will be their surname and first. For example Mr Elward will be [elwardm@crispins.co.uk](mailto:elwardm@crispins.co.uk)
- On your Insight Portal, even though you have completed the work and sent it back to your teacher it may still read as not submitted. Please do not worry as the current system we have does not allow you to check this box. Do not worry if it remains as overdue, you won't get into trouble!



- Try and complete the work you have been set but please do not stress if you have been unable to complete it or found it too difficult. Just email your teacher directly and explain. This is a new way of learning and teaching for us all.
- If you are finding it difficult to access the work then please email your Head of Year and they will try and resolve this issue
- You do not submit work via the Insight Portal, instead you should email your teacher back the work. If you have handwritten the work then you could just take a picture of it and email the work back. Just follow the instructions given to you by your teacher. If you cannot send work back again do not worry just keep completing the work as best as you can.

**Well done to all of you!**

**You have been doing an AMAZING job completing the work. Remember stick to your school timetables and complete the work as best as you can.**

**Just ask if you are struggling.**