Student Portal

1. TAFE Western Website: www.wit.tafensw.edu.au

2. DET Portal – top left of page

3. Type in your student username and password

4. Read the terms and Conditions → Agree

5. First time you enter the Portal you should change your password and create secret questions and answers in case you forget your password.

6. Three tabs on your student portal page allow you to
   a. Customise your page
   b. Add favourite links
   c. Access to your email account. (Your teacher may use email as a way of communicating with you about class activities etc.)

7. Left hand margin gives you access to
   a. Google Search and
   b. TAFE Library Catalogue (TAFE cat)
8. **My Timetable** allows you to add your class details (maybe even the teachers name so you don’t forget?)

9. **My Calendar** is useful to add assignments, practice sessions etc due dates.

10. **My TAFE** gives you links to information you might need during your course.

11. **My Learning** gives you quick access to tools you might need for your course. Your teacher will explain about them if you do need them.

12. **e-Services** will let you see your enrolment details, results etc.

13. **Logoff and close your browser** when you have finished to keep your information secure.