

# How to access the student portal

Firstly, access your school email.

You can do this from the school website.

Go to Office 365, enter your school login details and then click on Outlook.

Search for an email from 'Bromcom'. This gives you your invitation code for the student portal

If you don't have an email from Bromcom, please pass your name to your form tutor

Now go to [vle.bromcomcloud.com](http://vle.bromcomcloud.com). You will see the screen below.

Click on 'redeem invitation code'

If you have already accessed the student portal but have forgotten your login details, please click 'forgotten login details'

 **Student Portal**

STUDENT LOGIN

School ID 

Username 

Password 

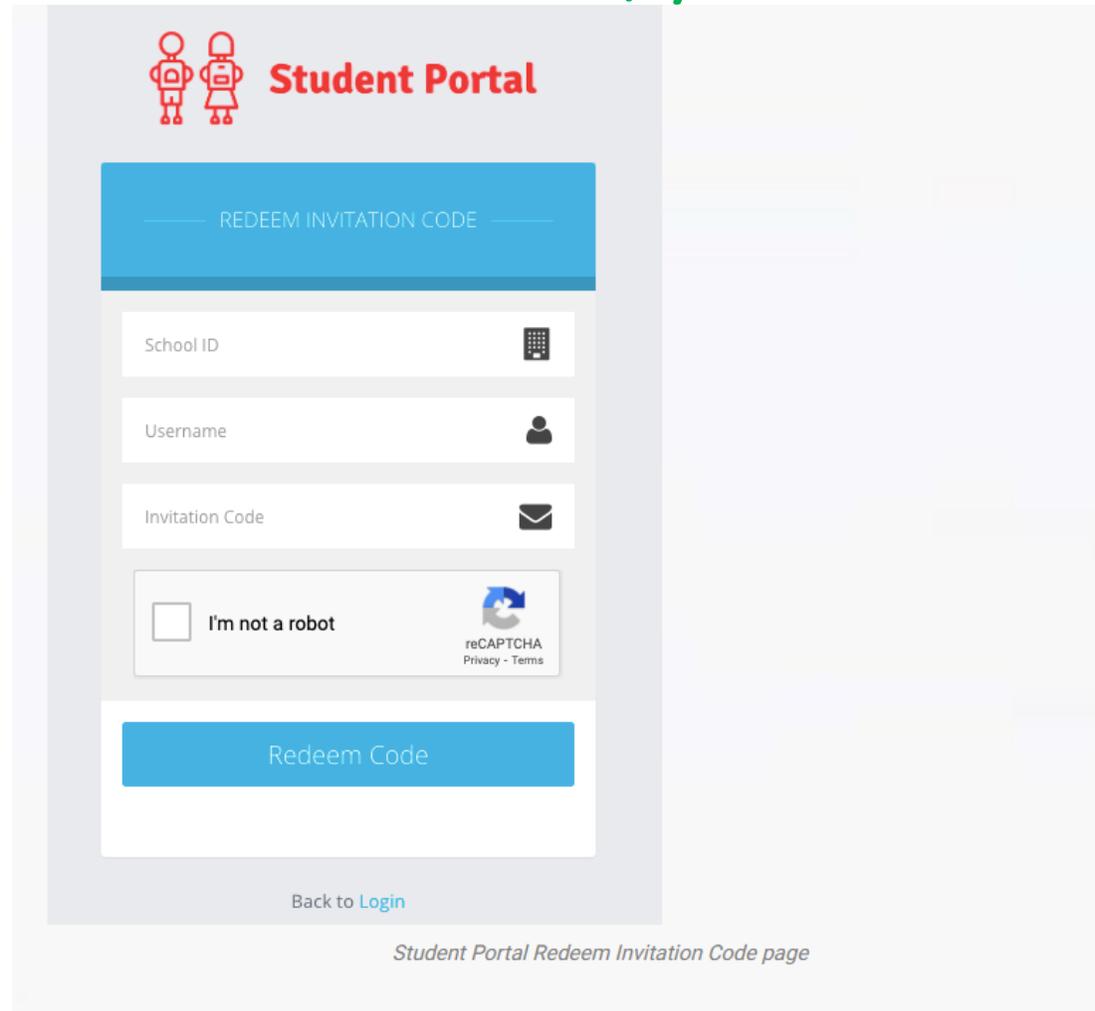
Remember School ID and Username

[Forgotten Login Details?](#)

[Redeem Invitation Code?](#)

Login

If you click 'redeem invitation code', you will see this screen



The screenshot shows the 'Student Portal' interface for redeeming an invitation code. At the top, there are two red stick figures and the text 'Student Portal'. Below this is a blue header with the text 'REDEEM INVITATION CODE'. The form contains three input fields: 'School ID' with a keyboard icon, 'Username' with a person icon, and 'Invitation Code' with an envelope icon. Below these fields is a reCAPTCHA section with a checkbox labeled 'I'm not a robot' and the reCAPTCHA logo. At the bottom of the form is a blue button labeled 'Redeem Code'. Below the form is a link that says 'Back to Login'. At the very bottom of the page, there is a footer that reads 'Student Portal Redeem Invitation Code page'.

**You now enter the school ID, username and invitation code which are all in the Bromcom email**  
**The school ID is 11389 for everyone**

# Here is an example from a pupil in another school

School ID: **40007**  
Username: **Kutlay3042**  
Invitation Code: **EB7AC21E4E**

*Example details received via Email*

Once everything is entered, tick **'Im not a Robot'** and click **Redeem Code** (unless you are a Robot).



## Student Portal

REDEEM INVITATION CODE

40007



Kutlay3042



EB7AC21E4E



I'm not a robot



reCAPTCHA  
Privacy - Terms

Redeem Code

*Example details entered*

## Create a Password

This will then take the **Students** to the next step where they will enter a valid **Email Address** and **CREATE a Password** of their choice, before pressing **Setup Account**.

**Note:** The password is used to log in moving forward so it is crucial to remember this.



## Student Portal

SETUP ACCOUNT DETAILS

Hi, Bromcom Testing

Email



Confirm Email



Password



Confirm Password



Please use your school email and a password you will remember.

**Note:** When creating the **Password**, it must contain all of the following.

*Password must have*  
*8 or more characters*  
*1 uppercase character*  
*1 numeric character*  
*1 special character*  
*1 lowercase character*

A weak example would be Password1\$

A strong example would be PaS5W0rd\_\$

Once an **Email** and strong **Password** are entered, press **Setup Account**.



## Student Portal

SETUP ACCOUNT DETAILS

Hi, Bromcom Testing

testing@bromcom123.com



testing@bromcom123.com



.....



.....



Setup Account

After this is successfully done,  
go back to the login page

*Next stage – Post entering Email/Password*



## Student Portal

STUDENT LOGIN

School ID



Username



Password



Remember School ID and Username

[Forgotten Login Details?](#)

[Redeem Invitation Code?](#)

Login

Enter your username, password  
and school ID (11389)

Pressing **Login** will take the **Student** through to their account.

You are now into your own personal account. Have a look at all of the info that is recorded about you! You can access this on your phone and save the password for easy access.

The screenshot displays the Bromcom Student Portal dashboard. At the top, the header includes the 'Student Portal' logo, the system name 'Bromcom Helpdesk Test System', and user information 'Bromcom Testing'. A navigation menu on the left lists various features. The main dashboard area is divided into several colored tiles, each representing a different module. Most tiles indicate that no data has been found for that category.

| Module       | Status  |
|--------------|---|
| My Subjects  | No Subjects data found                                    |
| My Timetable | No Timetable data found                                   |
| Reports      | No Reports found  |
| My Bookmarks | Free TES resources<br>Link to free resources              |
| News         | Recent (0) News<br>No News data found                     |
| Attendance   | Is Bromcom Testing at school?<br>No Attendance data found |
| Behaviour    | No Behaviour data found                                   |
| Assessment   | No Assessment data found                                  |
| Exam Results | No Exams Results data found                               |

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**We will be providing support for pupils who are struggling to access student portal.**

**We will focus on one year group at a time.**

**Please try to access it and set it up on your phones.**

**If you are having issues, please give your name to your tutor who will pass it on to Mrs Henvey/Mr Horsfield.**

**This will also be put on to the website to help you if you set up from home.**

**This is going to be used for homework very soon so it is very important that you are able to access it by half term.**