

How do I access my school email?

Teachers will communicate with learners via their school email account - this is the email account that has been set up when you first started at Whangaparaoa College.

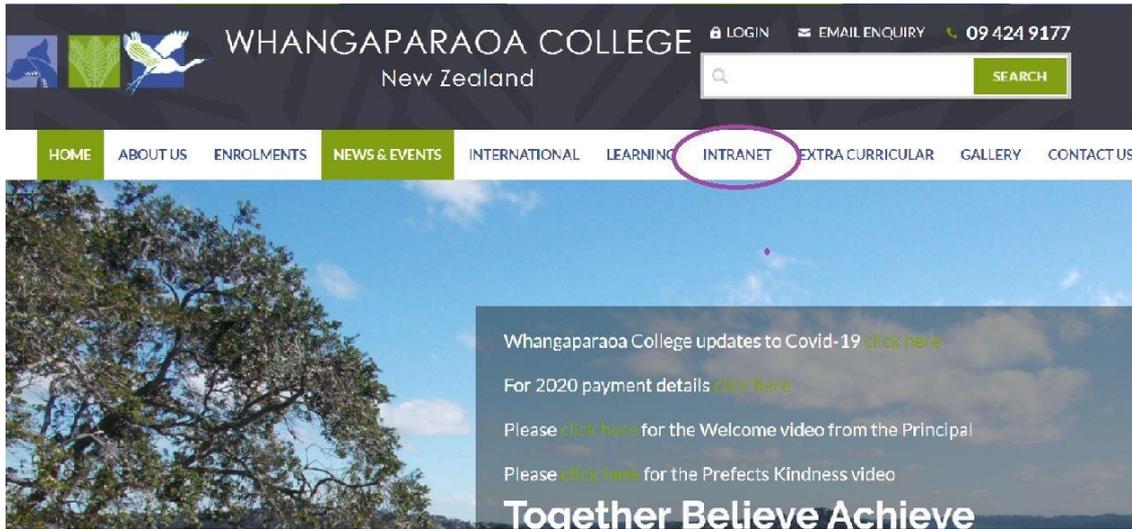
The teachers are **only** emailing your school email account – they are not emailing any personal gmail or any other email accounts.

To check your school email account go to <http://outlook.com/owa/wgpcollege.school.nz> signing in with your school username (firstname.lastname) and password.

The learner should know their school password as they use this every day. If they have forgotten this you can request by emailing ICT@wgpcollege.school.nz

What if I still cannot see my emails?

Go into www.wgpcollege.school.nz then go to the “Intranet” tab and click on “Webmail” from the dropdown then sign in using your school username and password.



Sign in here

Outlook



Sign in

to continue to Outlook

Email or phone

[Can't access your account?](#)

[Sign in with a security key](#) ⓘ

Next

How do I access my school Google Account?

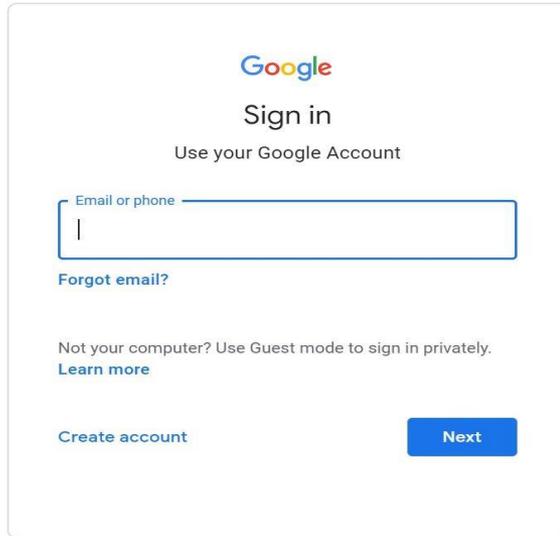
If you are trying to access your school Google (google classroom, google docs etc) account you will need to go into www.wgpcollege.school.nz then go to the “Intranet” tab and click on “Google Docs” then sign in using your school email address and password. Please note you must be logged out of your Gmail account prior to logging into your school account.



The screenshot shows the top navigation bar of the Whangaparaoa College website. The header includes the college logo, the name "WHANGAPARAOA COLLEGE", "New Zealand", and contact information: "LOGIN", "EMAIL ENQUIRY", and "09 424 9177". A search bar with a "SEARCH" button is also present. Below the header is a horizontal navigation menu with the following items: "HOME", "ABOUT US", "ENROLMENTS", "NEWS & EVENTS", "INTERNATIONAL", "LEARNING", "INTRANET", "EXTRA CURRICULAR", "GALLERY", and "CONTACT US". The "INTRANET" link is circled in purple. Below the navigation menu is a large banner image of a tree against a blue sky. A semi-transparent dark box is overlaid on the banner, containing the following text: "Whangaparaoa College updates to Covid-19 [click here](#)", "For 2020 payment details [click here](#)", "Please [click here](#) for the Welcome video from the Principal", and "Please [click here](#) for the Prefects Kindness video". At the bottom of the banner, the slogan "Together Believe Achieve" is displayed in white text.

Enter full school email address in here.

Example: joe.bloggs@wgpcollege.school.nz



The image shows a Google sign-in interface. At the top is the Google logo, followed by the text "Sign in" and "Use your Google Account". Below this is a text input field with the placeholder "Email or phone" and a vertical cursor. Underneath the input field is a link for "Forgot email?". Further down, there is a note: "Not your computer? Use Guest mode to sign in privately." with a "Learn more" link. At the bottom left is a "Create account" link, and at the bottom right is a blue "Next" button.

Google

Sign in

Use your Google Account

Email or phone

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.
[Learn more](#)

[Create account](#) [Next](#)

How do I access eTV

Go to the Whangaparaoa College website www.wgpcollege.school.nz

Go to the “Intranet” tab

Click on eTV

Login using your school email address and password you have setup on eTV

If you have not accessed eTV before, enter your school email address and then click “forgot password” an email will be sent for you to reset your password and once done you can then login to eTV

If it comes up that your email is not recognised please email ict@wgpcollege.school.nz and they can assist you from here