

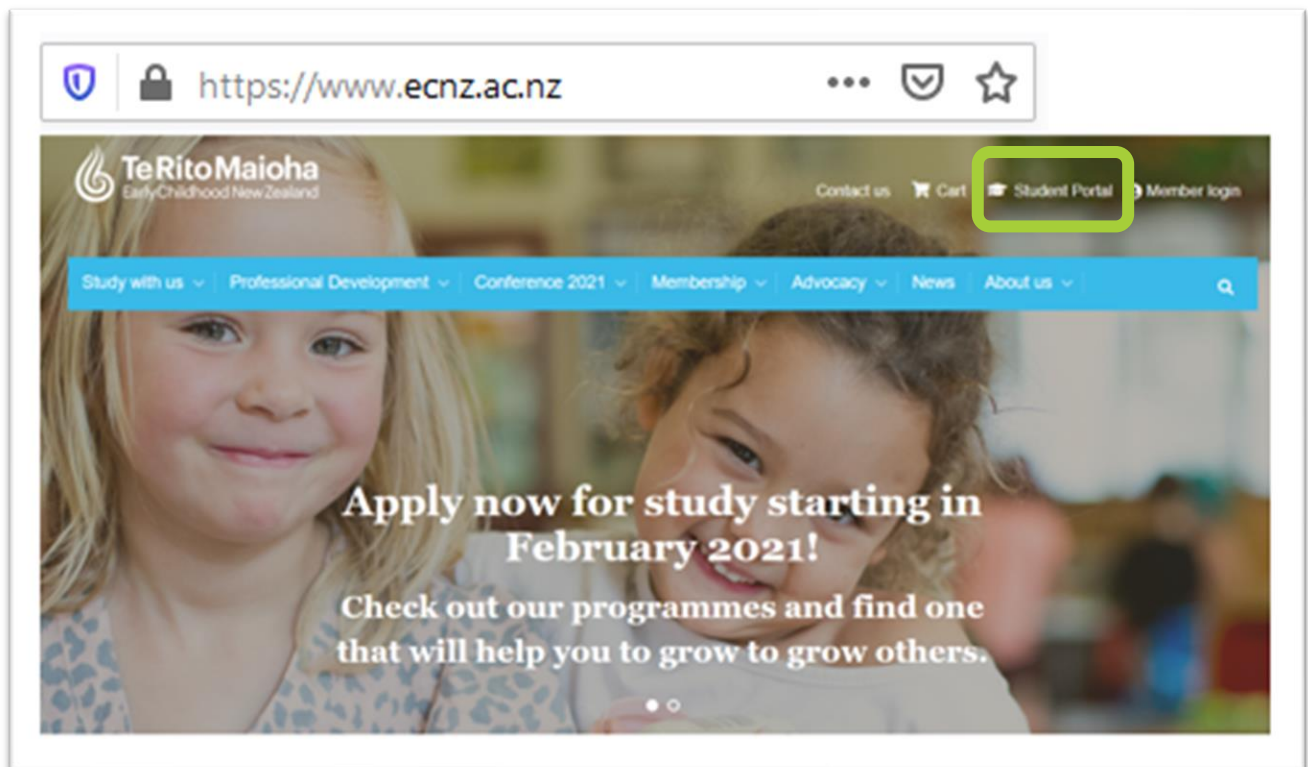
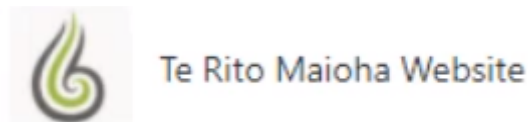
# Te Rito Maioha Online | Logging in

A guide to logging in and navigating our online environment

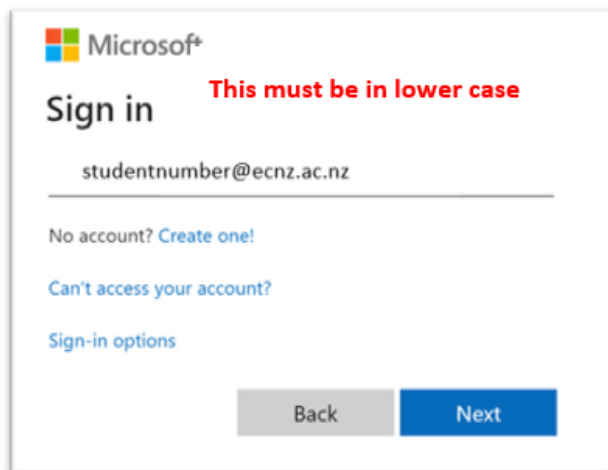
## Te Rito Maioha public website

This is the Te Rito Maioha Early Childhood New Zealand website. Here you can find out about our membership services, professional development, keep up to date on the latest ECE news and find out about our study options and courses.

You can log in via the Te Rito Maioha website <https://www.ecnz.ac.nz/>, click on **Student Portal** to access the **student landing page**.



When you click on **Student Portal**, you will be asked to login



Microsoft<sup>+</sup>

**Sign in** This must be in lower case

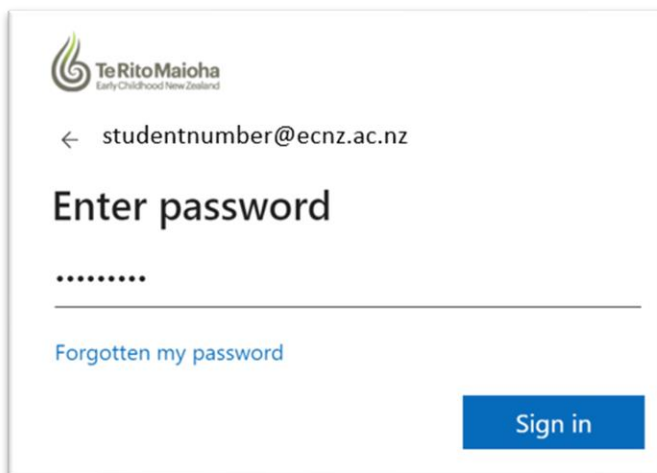
studentnumber@ecnz.ac.nz

No account? [Create one!](#)

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

[Sign-in options](#)

Back Next



Te Rito Maioha  
Early Childhood New Zealand

← studentnumber@ecnz.ac.nz

**Enter password**

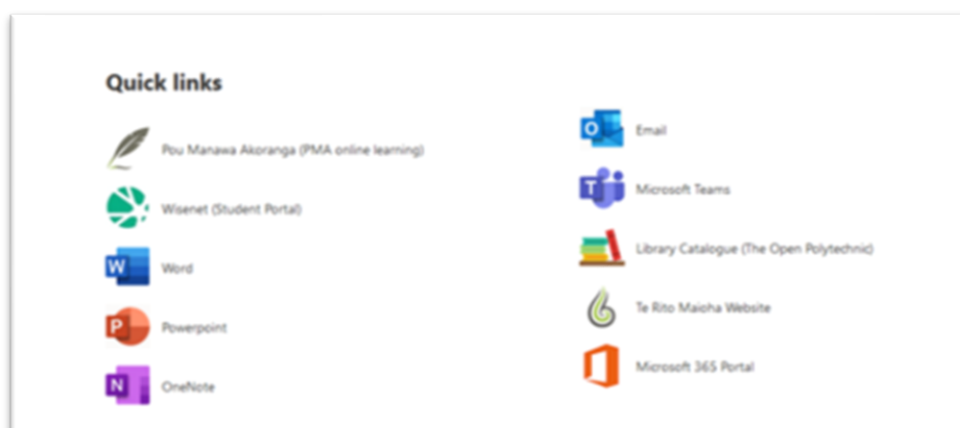
.....

[Forgotten my password](#)

Sign in

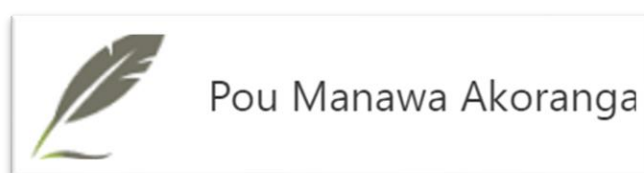
You will be prompted to change your password the first time you login.

Once you have logged into the **Student Portal** you will be taken to the **student landing page**. Use the Quick Links on the landing page to access the Microsoft applications, PMA and Wisenet.



See below for an explanation of each of the applications

## Pou Manawa Akoranga (PMA)



Pou Manawa Akoranga (PMA) is where students go to access their online courses while studying with Te Rito Maioha.

This is where students:

- Access course content and resources
- Submit coursework and assignments
- Communicate with lecturer/s



## Wisenet (Student Portal)

Wisenet is the student management system for Te Rito Maioha:

- This manages all student details and academic records
- This is the place to go for leave forms, final grade information and learning history

**Please follow the steps at the end of this guide to retrieve your Wisenet login details**

## Student Landing Page



## Welcome to your Te Rito Maioha space

- This is the main internal **landing page** for students
- Links to all other online tools and apps
- Up to date news and announcements
- Requires logging in with your Te Rito Maioha credentials (email address and password)
- From here you are automatically logged into other key online tools

**About**

Te Rito Maioha  
Our Programmes  
Contacting Us  
Our Locations

**Frequently asked questions**  
Here you will find links to guides that will assist you to use the tools provided for your learning.

[How to install Office 365 on your laptop.](#)  
[Where do I go when I need help?](#)  
[How to use Office365.](#)  
[How to use Microsoft Teams.](#)  
[How to change your password.](#)

**News and Announcements**

**Test landing site is live**  
Welcome to the test student landing page. This pag...  
PC Media September 17, 2019  
14 views

**Test News post 2**  
PC Media September 17, 2019  
9 views

**Test News post 3**  
PC Media September 17, 2019  
1 view

**Moodle POC now available for testing**  
PC Media September 17, 2019  
4 views

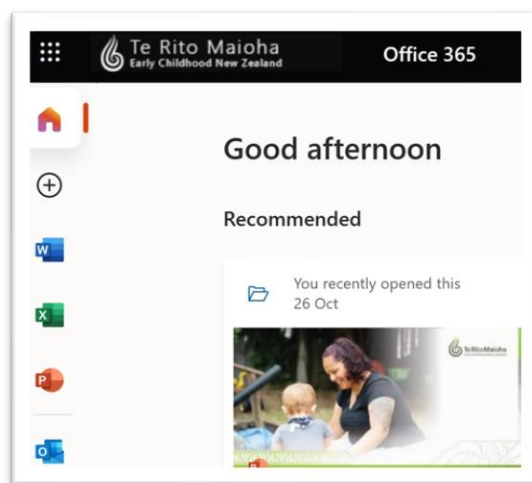
**Quick links**

- Pou Manawa Akoranga (PMA online learning)
- Wisenet (Student Portal)
- Word
- Powerpoint
- OneNote
- Email
- Microsoft Teams
- Library Catalogue (The Open Polytechnic)
- Te Rito Maioha Website
- Microsoft 365 Portal

You can access all your Microsoft applications from the student landing page or you can log into Microsoft 365 directly.

## Microsoft 365 login page

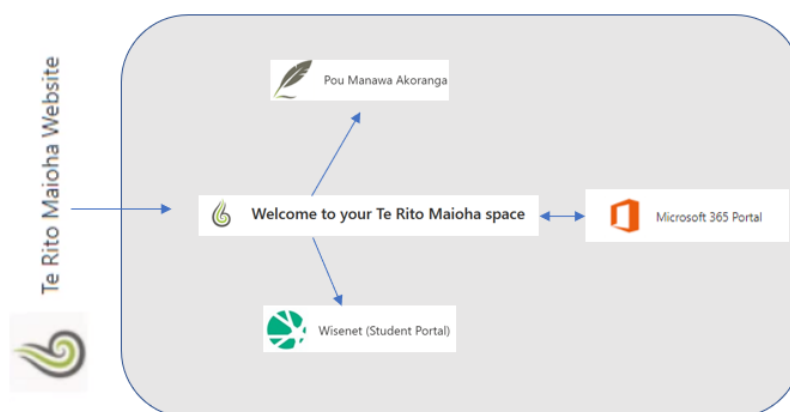
Direct login to the Microsoft 365 page **will not give you the links to PMA, Wisenet and the library** but it will allow you to access your documents and create new ones in your account.



Your Te Rito Maioha enrolment provides you with a Microsoft Office 365 account which

- Manages your identity and sign in
- Provides you with access to a wide range of Office 365 apps such as Word, PowerPoint and Outlook.

The Student Landing page can be accessed from the Te Rito Maioha web site <https://www.ecnz.ac.nz/> (click on **Student Portal**) or you can bypass the landing page and go directly to Office 365 via [www.office.com](http://www.office.com). Remember, direct login to the Microsoft 365 page **will not give you the links to PMA, Wisenet and the library** but it will allow you to access your documents and create new ones in your account.



**Your Te Rito Maioha Microsoft 365 account can be accessed from any device with an internet connection and a web browser app.**

The secure Te Rito Maioha platform is controlled by a Single-Sign-On (SSO) managed by Microsoft 365

The same username and password are required for all elements of the secure space

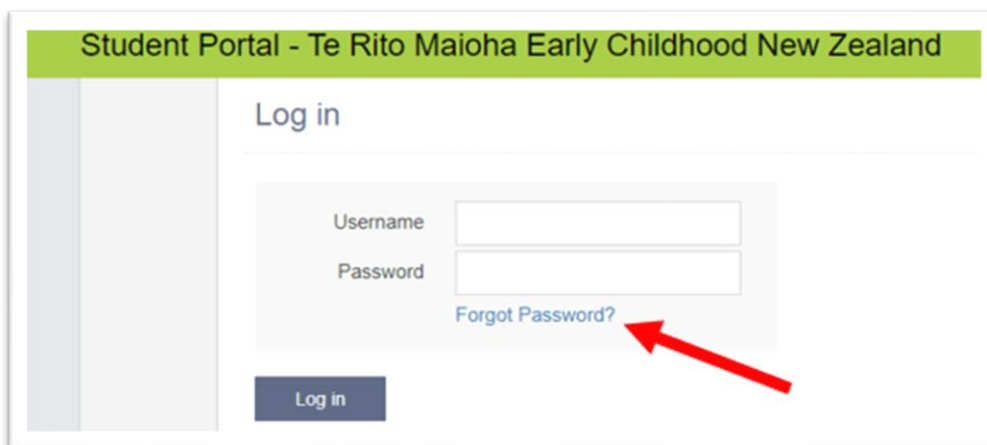
## Wisenet login details

Follow these steps if you have not logged into Wisenet before or if you have forgotten your Wisenet login details.

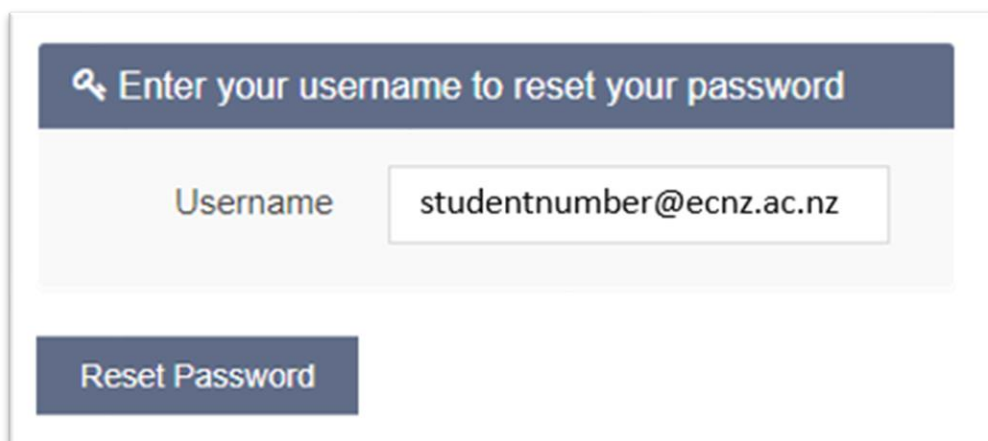
From the Quick links section on the landing page, select **Wisenet (Student Portal)**



Select the **Forgot Password?** Link

A screenshot of the 'Student Portal - Te Rito Maioha Early Childhood New Zealand' login page. It features a 'Log in' section with 'Username' and 'Password' input fields. Below the password field is a blue link labeled 'Forgot Password?'. A red arrow points to this link. A 'Log in' button is located below the input fields.

Enter your Te Rito Maioha email address – this will be your studentnumber@ecnz.ac.nz

A screenshot of a password reset page. At the top, a dark blue banner contains a magnifying glass icon and the text 'Enter your username to reset your password'. Below this is a 'Username' label and an input field containing 'studentnumber@ecnz.ac.nz'. At the bottom, there is a dark blue button labeled 'Reset Password'. A red arrow points to the 'Reset Password' button.

Go to your Outlook email account on the landing page and read the email that you received from Wisenet, this will give you your temporary password.

Go back to the Wisenet login screen and enter your username and temporary password.



Student Portal - Te Rito Maioha Early Childhood New Zealand

Log in

Username studentnumber@ecnz.ac.nz

Password \*\*\*\*\*

[Forgot Password?](#)

Log in

You should then be prompted to change your password, enter the current password that was just sent to you and then enter a new password – if you use the same password as your Office 365 account it will be easier to remember.

Change Password

Enter the details below to change your password

Current password \*\*\*\*\*

New password \*\*\*\*\*

Confirm new password \*\*\*\*\*|

Change Password Cancel

If you were not prompted to change your password when you first logged in, then you can do this by selecting the change password option in the top right corner of your main Wisenet page

Welcome, PMA

Log Off

Change Password



## Logging in Checklist

Use the checklist below to check that you have been able to access what you need for your study with Te Rito Maioha.

- Logged into the student landing page
- Selected the link to PMA and logged in successfully
- Selected the link to Wisenet and retrieved your password
- Selected the link to your ECNZ Outlook email
- Reset your Wisenet password