## How to access Musac Edge

- 1. Enter the following URL in your web browser: <a href="https://parent.musac.school.nz/">https://parent.musac.school.nz/</a> and press enter.
- 2. If you have signed in to Musac Edge previously, you can enter your email address and password and click "Log in".



If you haven't signed in to Musac Edge before, please continue to step 3.

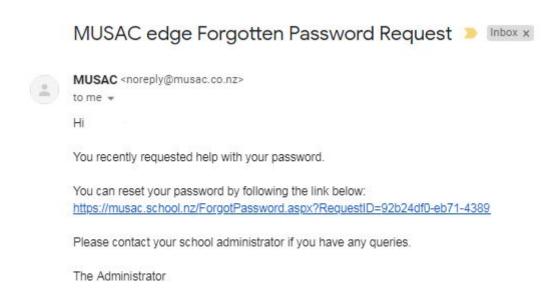
3. Enter your email address and click on "Forgot Password?"



An automated email will be sent to your email address.

An email has been sent to the address on record.

4. Check your email account and locate the email sent by MUSAC. It should look something like the image below. If you have not received an email, please contact us to confirm we have your correct email address on record.



5. Click on the link and you will be taken to a webpage to set a password for your Musac Edge account. Enter the password where required and click "Save New Password".



6. Once you have done this, you will be redirected back to the Musac Edge login page. Enter your email address and your newly created password and click "Log in".



If you cannot see your child's name at the top beside the home button, you may be using an email which is not registered with us. Please contact us to confirm we have your correct email address on record.

If you have any issues logging in, please contact us with details of the issue.

## **Mobile Application.**

There is an Edge App, which is available on iPhone and Android devices. You must log in to Musac Edge from a web browser first before configuring the mobile App. To install and configure, follow the below details.

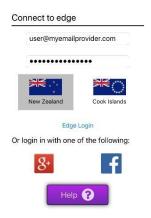
1. On the Apple or Google Play stores, search for either "Musac" or "Edge" and install the app to your mobile device. The icon for the app looks like this.



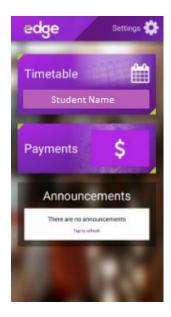
2. After downloading the app, when you launch the app, you will be prompted to create a 4 digit PIN. This is used to log into Edge on your mobile device.



- 3. You will be prompted to verify the PIN by entering it again.
- 4. Enter your username (email address) and password. Make sure "New Zealand" is selected and press "Edge Login".



5. You have now set up Edge on your mobile device and will in future be prompted to sign into Edge using the 4 digit PIN which you previously set up.



If you have any issues, please contact us.