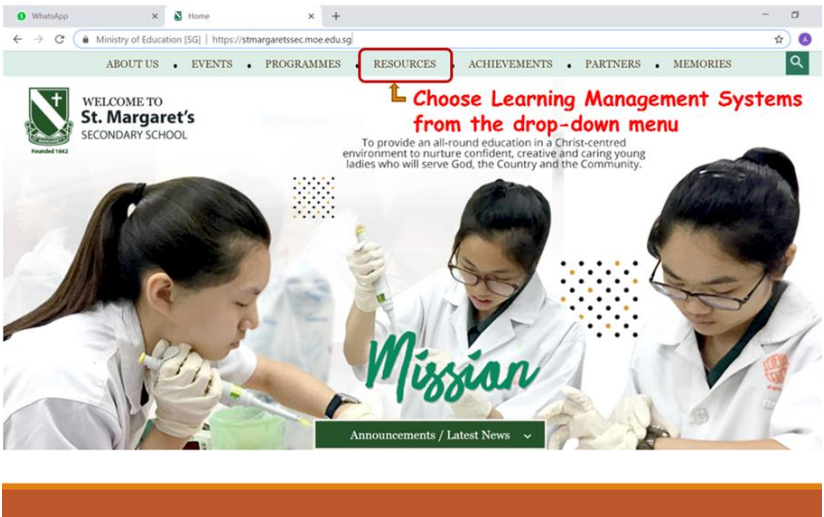

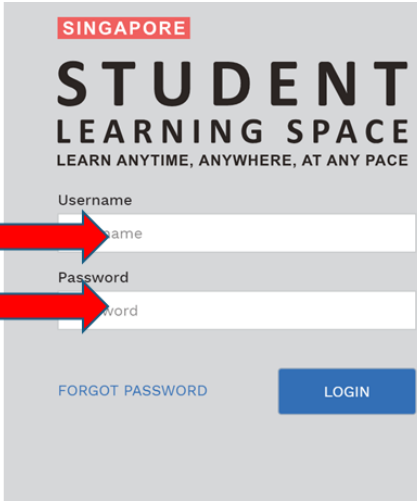


**St. Margaret's Secondary School**  
**HBL GUIDE**  
**Guide on Use of SLS**

**Accessing SLS**

Access to SLS is via the school website. Please follow the following sequence:

<p>Go to school website</p>	<p>url: <a href="http://www.stmargaretssec.moe.edu.sg">www.stmargaretssec.moe.edu.sg</a></p>
<p>Click on 'Resources'</p> <p>Choose 'Learning Management Systems' from the drop-down menu</p>	
<p>Click on the 'Student Learning Space' icon to access SLS</p>	


<p>Key in User name and Password</p> <p>Please note that if you request for a password reset, the new password will be the default password, which is: SLSSMSS7021</p>	<div style="text-align: center;"> <p style="color: red; font-weight: bold;">First 5 letters of name + last 5 characters of B/C</p> <p style="color: red; font-weight: bold; font-size: 1.2em;">SLSSMSS7021</p> </div> 
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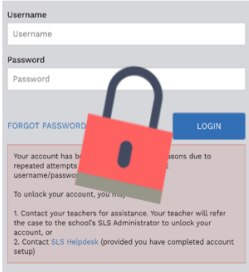
### SLS Helpdesk Information

**MARY TAN**

+

**T1234567Z**





FORGOT YOUR USERNAME?

A student's SLS username comprises the first 5 characters of his/her name, followed by the last 5 characters of his/her NRIC/FIN/BC ID.

(e.g. MARYT4567Z)

FORGOT PASSWORD?

- 1 Use email to reset (ensure you set it up first)
- 2 Answer security questions
- 3 Ask your teacher to reset
- 4 Contact the school helpline
- 5 Call/email the helpdesk\*

ACCOUNT LOCKED?

- 1 Contact the school helpline
- 2 Call/email the helpdesk\*

**School Helpline:** 82001676 (Mon – Fri: 7.30am-4pm)

**SLS Helpdesk:** 6702 6513 (Mon-Fri: 4pm-9pm, Sat: 9am-9pm)

[stmargsadmin@stmargs.edu.sg](mailto:stmargsadmin@stmargs.edu.sg)

[helpdesk@sls.ufinity.com](mailto:helpdesk@sls.ufinity.com)

[go.gov.sg/loginissues](http://go.gov.sg/loginissues)