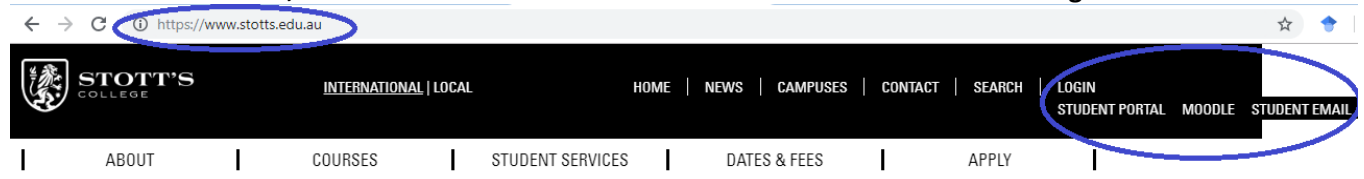




Links to Student Portal, Moodle and Student Email can be accessed via the Stott's College website



Student Portal

- Update your details in your profile
- Check your class timetable, results, fee payments, etc.
- Enrol new subjects from the 2nd trimester

To login your Student Portal account

1. Site address: <https://ae.rtomanager.com.au> or access it via the Stott's College's website
2. Username: Student Number
3. Password: Student Number

For example, if your student number were 1050001, your Student Portal login details would be

1. User name: 1050001
2. Password: 1050001

You are required to update your address, email, phone number, etc on your Student Portal.

Moodle

MOODLE is your online learning platform. All your unit's power point slides, unit information, participant contacts, and assessment submissions **MUST** be done via Moodle.

To login your MOODLE

1. Site address: <https://lms.stotts.vic.edu.au> or access it via the Stott's College's website
2. User name: Student Number
3. Password: Student Number

For example, if your student number were 1050001, your Moodle login details would be

1. User name: 1050001
2. Password: 1050001

Once you have logged-in, you will be required to reset your password. Please remember and store it safely.

Note: You should install the **Moodle app** on your mobile phone to get notifications of new messages instantly.

Student Email

- Student email is your main tool set-up to communicate with us.
- You are required to communicate with us via student email **ONLY**, and it is your responsibility to check your email regularly.
- All important information regarding your course and enrolment status will be updated via this email.

Not activating or using your student email is not accepted as an excuse to be uninformed.

To login your student email

1. Site address: <https://login.microsoftonline.com> or access it via the Stott's College's website
2. Username: <studentnumber>@student.ae.edu.au
3. Password: Student<Last 3 digits of your student number>

For example, if your student number were 1050001, your student email login would be

1. User name: 1050001@student.ae.edu.au
2. Password: Student001

Note: You should install the **Microsoft Outlook app** on your mobile phone to get notifications of new emails instantly.

