Waikato Institute of Technology Tristram Street, Private Bag 3036 Waikato Mail Centre Hamilton 3240, New Zealand Telephone +64 7 834 8800 Freephone 0800 2 Wintec (0800 2 946 832) www.wintec.ac.nz





18th August 2021

Kia ora Parents/Caregivers and Whānau,

As you are no doubt aware from the Prime Minister's 6.00 pm Covid-19 Announcement yesterday, all of New Zealand, Aotearoa, is in a Level 4 lockdown for a minimum of 3 days and for our Coromandel whānau 7 days. This means Wintec Rotokauri, City and Otorohanga Campuses will be closed for the remainder of this week, and that our Kopu Campus will be closed until Wednesday the 25th of August.

There is no expectation for online learning this week, however, **some programmes** can access a variety of learning activities on the student Moodle site. All students should have access to Moodle and have logged into Moodle previously. If not, we have listed your student advisor's contact details for support. They will be able to talk students through this process.

While we encourage you to continue studying during this time, we understand that while you are at home, you may not have a suitable (or quiet) space to study or a device to use.

Wintec-wide we have made the decision to defer all assessments that are due to be completed this week as we do not want you to be disadvantaged or feel pressured by the situation we find ourselves in. If you have any concerns at all about your assignments please contact your student advisor so we can work with you to ensure you are supported through this time.

If you need IT support, please contact servicedesk@wintec.ac.nz. For urgent service desk assistance please call 0800 4 WINTEC (0800 4 946832) OR if you need to reset your Moodle password

"Moodle how to reset password

- 1. www.mylearning.wintec.ac.nz
- 2. Click "Moodle" then "Log in" or "Wintec Login"
- 3. Click "Don't know or forgotten your username or password"
- 4. Click "Start or Continue process"
- 5. Enter your username that can be found in the above link or <u>Don't know or can't remember your</u> username? Find it here.
- 6. Once you've entered your username, you will need to either enter the last 4 digits of your phone number to receive a token or enter the start of your email address to receive a token via email. If

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your phone number or email address isn't correct, please get a hold of your student advisor who can update this information for you.

- 7. Once you have received a token, enter the digits, and proceed to change your password.
- 8. Please remember to keep it simple, **Wintec2021** is a great one to use that you can easily remember.
- 9. Remember to write down your username and password for future reference!

Student Advisor Contact Details:

Will Helu	Will.helu@wintec.ac.nz
Natalie Freeman	Natalie.freeman@wintec.ac.nz
Yvonne Maru	Yvonne.maru@wintec.ac.nz
Jackie Uerata	Jackie.uerata@wintec.ac.nz
Tuakura Ford	<u>Tuakura.ford@wintec.ac.nz</u>
Tori Mitchell	Tori.mitchell@wintec.ac.nz
Danielle Marsh	<u>Danielle.marsh@wintec.ac.nz</u>

Once we know what's going on and if needed, we will upload weekly remote learning activities beginning 24th of August.

In the meantime, we encourage you to look after each other and spend the next three days doing things together in your bubble. As a country, we have been remarkably fortunate to avoid community cases up to this point, so if we do the right thing and stay home wherever possible I am sure we can avoid a nationwide outbreak and return to our new normal sooner rather than later.

Ngā mihi nui Cheryl

Cheryl Belcher

Principal Academic Staff Member Youth Pathways Manager - Waikato Trades Academy Centre for Education and Foundation Pathways Private Bag 3036, Waikato Mail Centre, Hamilton 3240

Phone: +64-(07) 834 8800 ext 8275 Email: cheryl.belcher@wintec.ac.nz Web: http://www.wintec.ac.nz Waikato Institute of Technology Tristram Street, Private Bag 3036 Waikato Mail Centre Hamilton 3240, New Zealand

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