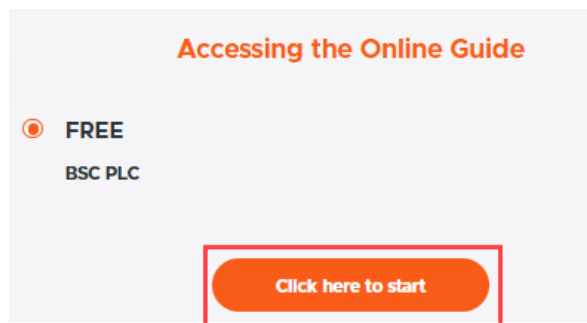


Accessing the Online Performance Management Guide

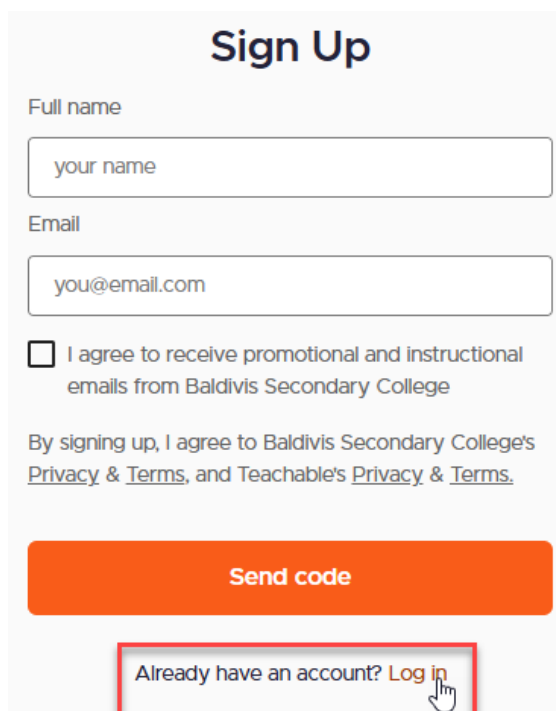
- 1 Navigate to the online guide – <https://baldivis-secondary-college-wa.teachable.com/p/performance-management-online-guide>



- 2 Once you are on the landing page, scroll to the bottom and click on the orange **Click here to start** button.



- 3 This will take you to the **Log in** page.
As an account has been set up for all BSC staff, click on the **Log in** link as illustrated.



Sign Up

Full name

your name

Email

you@email.com

☐ I agree to receive promotional and instructional emails from Baldivis Secondary College

By signing up, I agree to Baldivis Secondary College's [Privacy & Terms](#), and Teachable's [Privacy & Terms](#).

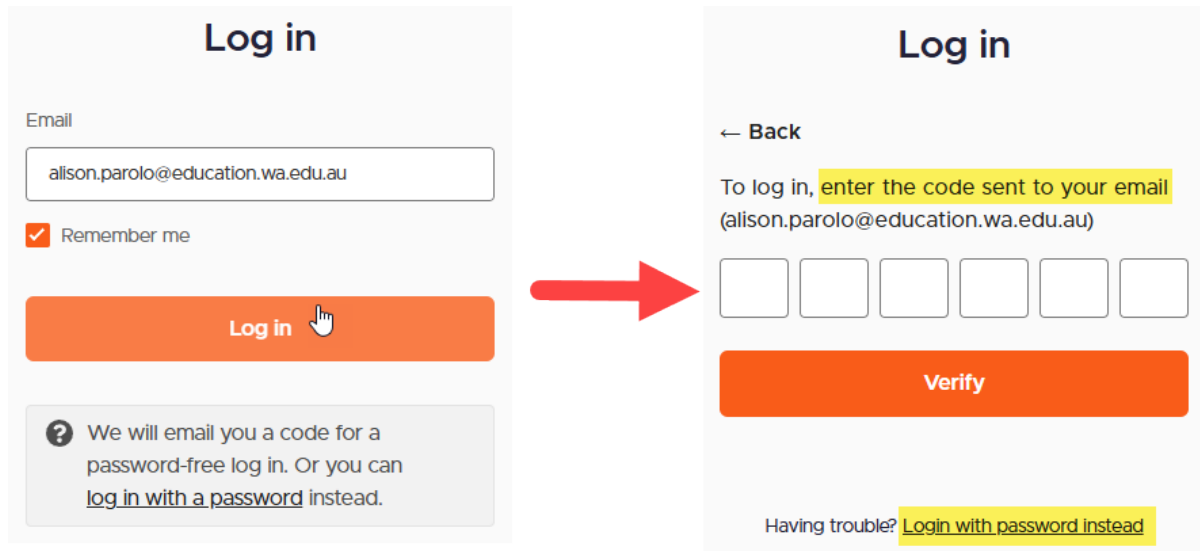
Send code

Already have an account? **Log in**

Here you have two options:

Option 1 – Send Code

Click on the orange Log in button and you will be sent a code for password-free log in.



The diagram illustrates the first step of the login process. On the left, the 'Log in' screen features an email input field with 'alison.parolo@education.wa.edu.au', a checked 'Remember me' box, and an orange 'Log in' button with a hand cursor. A red arrow points to the right, where the second screen is shown. This screen has a 'Back' link, instructions to enter a code, six input boxes for the code, a 'Verify' button, and a link to 'Login with password instead'.

Log in

Email

alison.parolo@education.wa.edu.au

☒ Remember me

Log in

? We will email you a code for a password-free log in. Or you can [log in with a password](#) instead.

Log in

← Back

To log in, enter the code sent to your email (alison.parolo@education.wa.edu.au)

Verify

Having trouble? [Login with password instead](#)

Option 2 – Log in with password

Enter your **Department of Education email address** and your **password**, then click on the orange **Log in button**.

Note: If you have never logged into the Teachable portal before or you have forgotten your password, click on the **Forgot Password link** and instructions to reset your password will be sent to your Department of Education email address

Note: You may be asked to verify your credentials.

New device detected

To verify it's you, enter the code from the email we've just sent to you.

Confirmation code

EJRF81

Next

If you don't see the email, check your junk, spam, social, or other folders. If you still don't see the email, you can [resend the confirmation code](#).