



## Cockermouth School – Logging into Firefly

### Step 1

In your browser go to: <https://cockermouth.fireflycloud.net>

### Step 2

Select the **Office 365 (Students and Staff)** option on the right (or bottom) of the window, this should take you to a Microsoft sign in page

Enter your school email address (Usually: [21surnameinitial@cockermouthschool.org](mailto:21surnameinitial@cockermouthschool.org))

Then click 'Next'

Enter your school network password then click 'Sign In.'

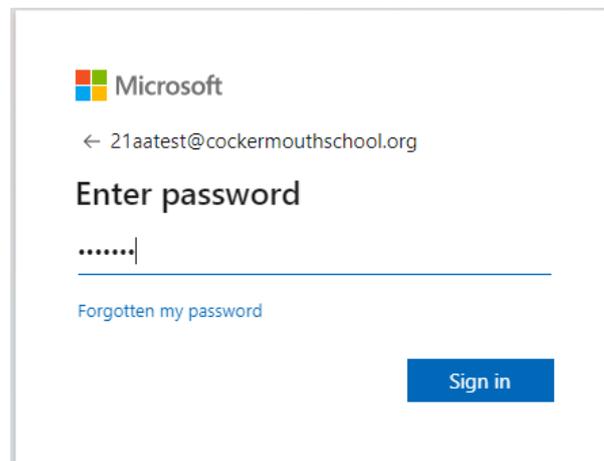
Unless you have changed your password this will be your date of birth in the format DDMMYY (e.g 010210 for 1<sup>st</sup> February 2010)

If you have problems logging in, please contact the IT Department at school via

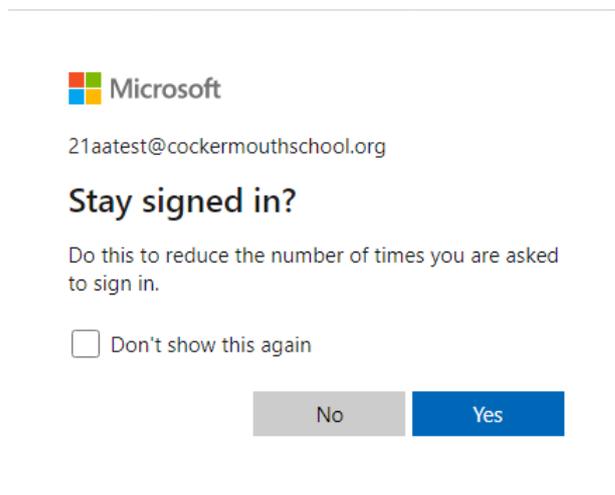
[fireflyhelp@cockermouthschool.org](mailto:fireflyhelp@cockermouthschool.org)

For security reasons, please include your date of birth and first line of your address if contacting us.

You will then be asked if you'd like to stay signed in, we would advise that you click 'No' if you are using a shared device.



A screenshot of a Microsoft login page. At the top left is the Microsoft logo. Below it is the email address '21aatest@cockermouthschool.org' with a back arrow. The main heading is 'Enter password'. Below this is a password input field with a masked password '.....|'. Underneath the input field is a blue link that says 'Forgotten my password'. At the bottom right is a blue button labeled 'Sign in'.



A screenshot of a Microsoft dialog box titled 'Stay signed in?'. It features the Microsoft logo at the top left and the email address '21aatest@cockermouthschool.org'. The main heading is 'Stay signed in?'. Below this is the text 'Do this to reduce the number of times you are asked to sign in.' followed by a checkbox and the text 'Don't show this again'. At the bottom are two buttons: a grey 'No' button and a blue 'Yes' button.

## Firefly for Students Mobile App



A Firefly for Students App is available for both Android and IOS devices. You can set up your Firefly account in a similar fashion to the web version, but you must enter the school code: **COCKERMOUTH** when accessing the app for the first time.

## Firefly Help

Further help of the use of Firefly can be found via a link on the Dashboard, or go to:

<https://helpcentre.fireflylearning.com/students>