



# Sportsdraw – Register a Teacher

Open your preferred web browser



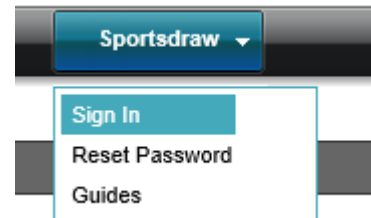
Type `www.opssa.org.nz` into the address bar

Press enter



Click on the Sportdraw menu button

Select Sign In



Enter your registered school email address and password

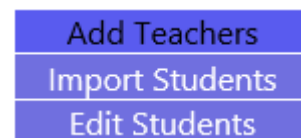
Click the Login button

**Login**

Email:

Password:

Click on the Add Teachers button



Type in your schools MoE number

Type in the teacher school email address

Type in the teachers first and last names

Type in a password for the teacher to use

Click the Create Button

They can Reset their password later on

Email:

First Name:

Last Name:

Password:

When finished click the Logout button to leave

