## Annex A - Instructional Guide

#### Step 1 – SingPass Registration and 2FA Setup

SingPass 2-Step Verification (2FA) is required for on-boarding. If you have not registered for a SingPass or have not set up the 2FA, please visit the SingPass website (https://www.singpass.gov.sg), or scan the QR codes below to do so. Should you require further assistance, please contact SingPass Helpdesk at 6643-0555.

SingPass Registration	2FA Activation

# Step 2 – Download Parents Gateway Mobile App

- a. Open the Apple App Store or Google Play Store app on your mobile phone.
- b. Search for the 'Parents Gateway' mobile app, or scan the QR code below.



- c. Download and install the app onto your phone.
- d. Enable 'Allow Notifications' to receive push notifications.

Note: Supported OS Versions - Android 6.0 or later & iOS 9.1 or later

## Step 3 - One-Time On-boarding

1. Tap on "Log in with SingPass"





3. Tap on "Retrieve" to retrieve your child(ren)'s information



2. Log in with your SingPass (2FA)





# 4. Tap on "Done" to complete on-boarding





5. You should see your child(ren)'s school announcements and activities (if any)

