



## User Guide – EcoleDirecte

This guide is intended to help you navigate our school platform, **EcoleDirecte**, where you can access information about your child throughout the academic year.

Please note that **login credentials for EcoleDirecte will be sent by email a few days after your child's arrival at school.**

### 1. Receiving Your Login Credentials

A few days after your child's arrival, you will receive an email containing a username and a temporary password (see example below):

*Dear Parents,*

College Champittet offers a communication platform between the school and the parents. Using a secured connection, you will be able to follow up your children's schooling evolution (ex: attendance, congratulations etc), school results (ex: grades, reports) and use functionalities such as homework, classes content and timetable.

On top of those features, EcoleDirecte also grants you a dedicated mailbox, the possibility to update your data (new home address, new phone number etc) and the possibility to eventually register your children to meals for example.

For your **first connection**, connect to the address : [www.ecoledirecte.com](http://www.ecoledirecte.com) and enter the login details below:

**Username** : 235448  
**Password** : c567e0-52ebed-268dec

Once you have logged in for the first time, a new page will allow you to **define your permanent personal credentials** (username and password) **that you must keep for the duration of your child's schooling with us.**

For all requests, we are at your disposal at the following address: [charlemagne@champittet.ch](mailto:charlemagne@champittet.ch)

With kind regards,

IT Service  
Collège Champittet



## 2. Logging into the Platform

### **On a computer:**

Open your internet browser

Go to the following link: <https://www.ecoledirecte.com>

### **On a mobile phone:**

Download the EcoleDirecte app

Open the app

## 3. Logging In

Click the “Log in” button

Enter your username and temporary password

Click “Login”



## Log in

[Forgot your password?](#)

**Remember me**



#### 4. Setting Your Personal Password

During your first login (we recommend using a computer for this step), you will be prompted to change your temporary password. Please choose a secure password.

#### 5. Securing Your Account

You may be asked to add a recovery email address and/or a mobile phone number. This will allow you to recover your password in case you forget it.

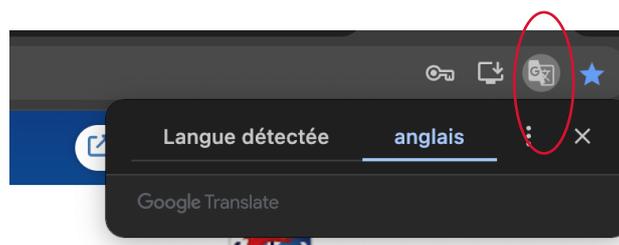
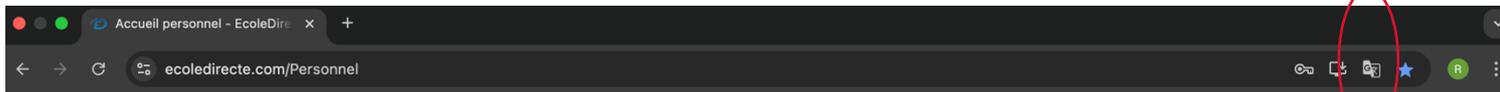
#### 6. Accessing Your Personal Dashboard

Once logged in, you will have access to your personal dashboard, which includes:

- Timetable
- Homework
- Grades
- Absences
- Messages

#### 1. Translating the EcoleDirecte page

It is possible to translate the EcoleDirecte page. Please note that **this feature is only available when using a computer**. To do so, click the button on the right side of your web page to translate the content into your preferred language.



#### Need help?

If You Encounter a Problem:

- **If you can't log in:**
  - Double-check your username and password
  - Click "Forgot password?" to reset it
- Contact the school office if the issue persists:
  - By Phone :** [+41 21 721 05 05](tel:+41217210505)
  - By email :** [itsupport@champittet.ch](mailto:itsupport@champittet.ch)