TEACHERS SERVICE COMMISSION

TRAINING OF ICT CHAMPIONS AND CSO'S ON REVISED TEACHING STANDARDS AND NEW ONLINE SYSTEM

VENUE: NDAVAYA ZONE

Teachers Arena

How to Create a New TPAD Account on TPAD Portal

- Log in to www.tsc.go.ke. Then go to Online services, then from the drop down list select Teacher Performance Appraisal (TPAD) or type this link https://tpad2.tsc.go.ke.
- Click on the **first time log** in or **Create account Link**
- Enter your TSC No, Id no, phone number, Email, preferred password and then click create account.

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Cont:

- Once you log in, you can **add** any changes to your **personal details**, **subject combinations** and your **password.**
- To change your **personal information**, go to **job title information**, click on it to reveal a **drop down menu**.
- Select **my profile** to open the profile page. Click on the **personal information tab** to **add** or **edit** your **first name**, **other names**, **surname** ,**phone**, **email**, **postal address**, **postal code** and your **level of Education** and click save changes.

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Cont:

- To **add** your **subject combination**, click on **subject combination** tab then click on **add** subject combinations button, A pop up window will open and from drop down menu, select the subjects you teach then click on submit to finish.

- To **update** your password, click my password tab, put in your old password, enter your new password then confirm the new password and click on update password to finish.

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