



Graduating or Leaving School?

Back up your Student iCON data by **31 Dec 202X**
to your personal account using



REFER TO THE ATTACHED GUIDE FOR THE DETAILED STEPS

*It may take up to a few days for Google to complete the backup.

If you encounter any issues, kindly approach [recommend to insert name of staff] at
[venue e.g. General Office] or email [insert email address] for help.

They will log a case with the SSOE 2 Service Desk on your behalf, if necessary.

Brought to you by
SSOE2 Communications & Change Management Team

