

Instructions for Accessing Teams for Remote Learning

Some students are already familiar with Teams and are using this for their academic work. Further information about installing and using Teams on home devices can be found with this link. [Teams Support](#)

When you click the Teams Support hyperlink a page will open and you need to click the tab for 'Students'

The screenshot shows a web browser window displaying the Microsoft Support page for 'Get started in your class team'. The page title is 'Get started in your class team' and it is categorized under 'Microsoft Teams for Education'. The main content area has two tabs: 'Educators' and 'Students', with 'Students' selected. Below the tabs, there is a section titled 'Sign in to Teams' with two numbered steps: 1. Open Office.com and sign in with your school email and password. 2. From your Office.com homepage, click on... To the right of the text is a small image of the Office.com homepage. On the far right, there is a promotional box for Microsoft 365 with the text 'Stuck on math homework? Ask a tutor—for free!' and a 'Get started' button. The left sidebar contains several article links: 'Get started in your class team', 'Get organized in your class tea...', 'Meetings, chats, and posts', 'Share and organize class team...', 'Assignments and grades in yo...', 'Use Class Notebook in Teams', and 'Downloadable guides'.

This will give you instructions about how to access Teams through Office 365.

The easiest way to use Teams is by downloading the Teams App onto either an Android or Apple device. This can be used on a mobile phone, a tablet, or a computer. Instructions for installing the app on both Android and Apple devices can be found with this link. [Sign in and get started with Teams.](#)

Teams can also be accessed through typing 'Office 365' into a web browser. This will give you a log in page which your child can log into using their school email accounts. Details of the email address and password will be sent across to you for you to share with your child.

Teams is accessed through student's school email accounts as part of Office 365. Your child must check their school emails at the start of each day as they will be sent an invitation for each subject class via email. This will give them a link to access the Team for each teaching group they are in.

Lessons will be set in accordance with the timetable which the class teacher will upload to Show My Homework.

If your child is struggling to access their school email account please contact their class teacher who will give support with this.