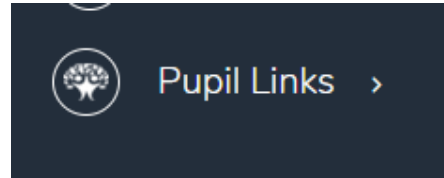


How to use Teams—Pupils

Go to **Orchard Manor School Website** and scroll down on home page to the bottom of the page for pupil links

Click on here and it will take you to pupil area



Home » Home » Pupil Links

Pupil Links



Biff, Chip and Kipper Stories

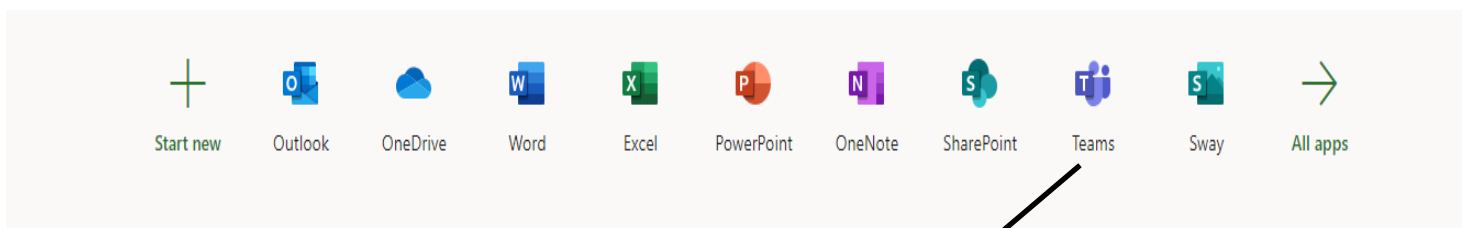


RENAISSANCE
Accelerated Reader



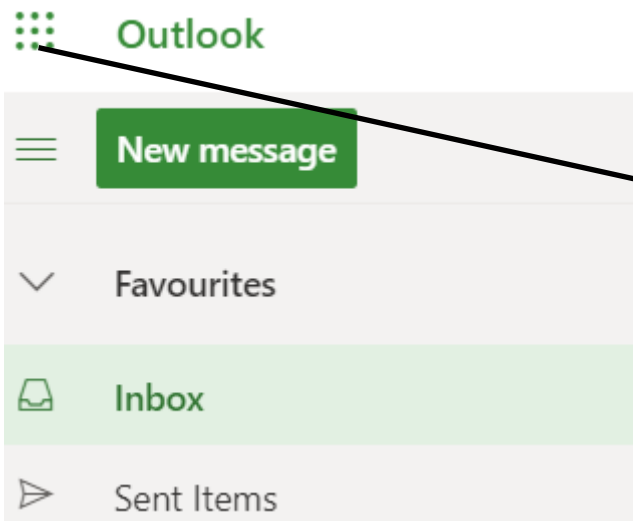
Click Here
for your

Now
Enter your email address and password to logon to your emails



When you see this screen
Click Here for Teams

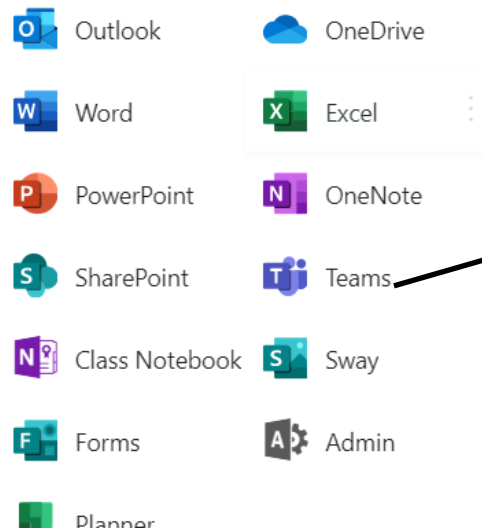
If you are already in your email—you can click on the dots in the top left (as below)...



Click Here
Just click on the
dots in the top

Office 365 →

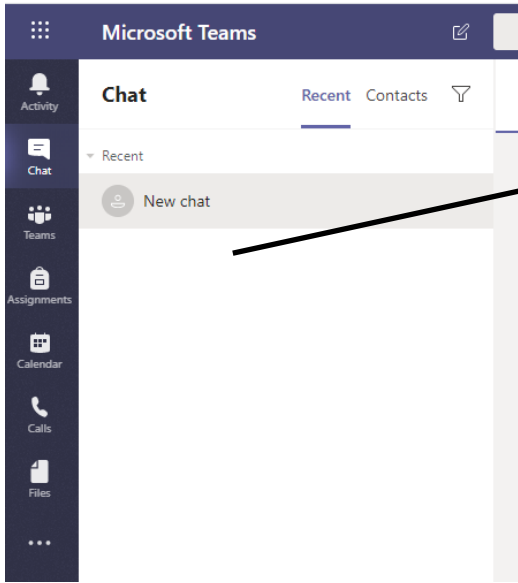
Apps



Then Choose Teams

If you are asked to put in your email address—use school email address

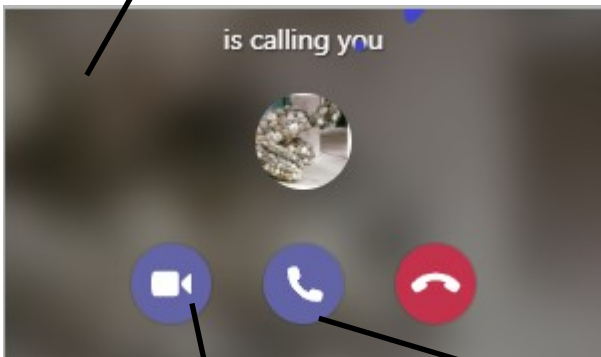
If you are asked to put in your password—use school email password



When you see this screen you are in Teams

When your teacher is calling you
This box will appear
BOTTOM RIGHT of your screen

Teachers name will appear here



Press here to answer
VIDEO call

Press here to answer
VOICE only