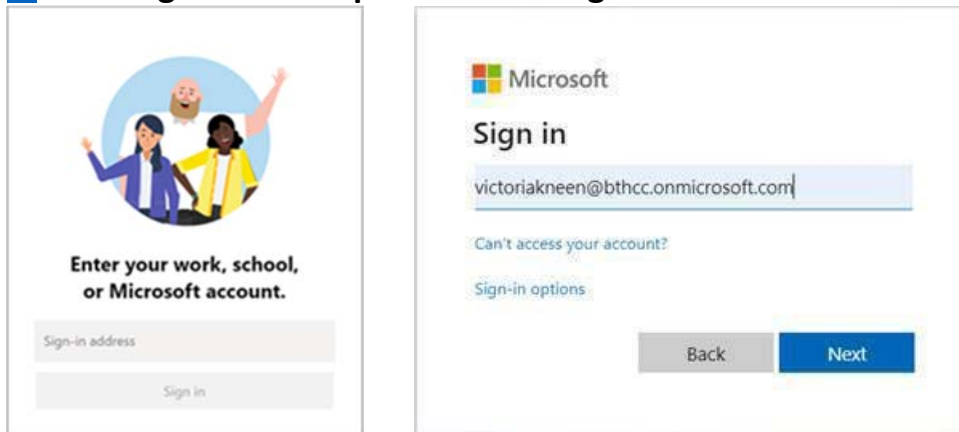


As we have stressed over the last couple of weeks you **NEED TO LOG IN TO TEAMS** now to be able to access your lessons. Teachers will not be able to make exceptions and permit you to join as a guest.

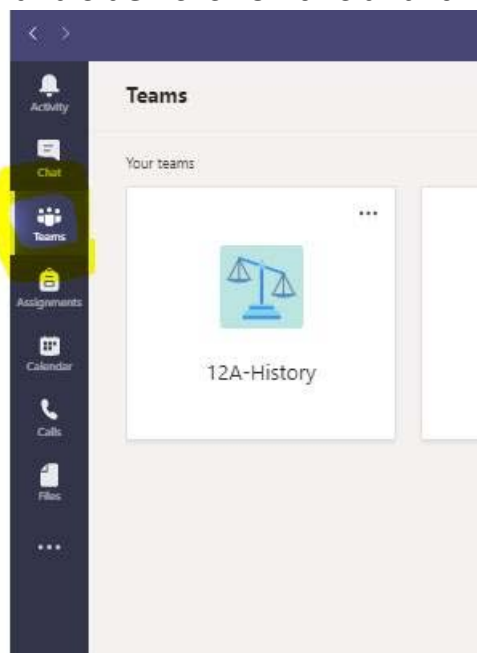
A reminder:

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/login> click log in in the top corner... it might look like this or this...



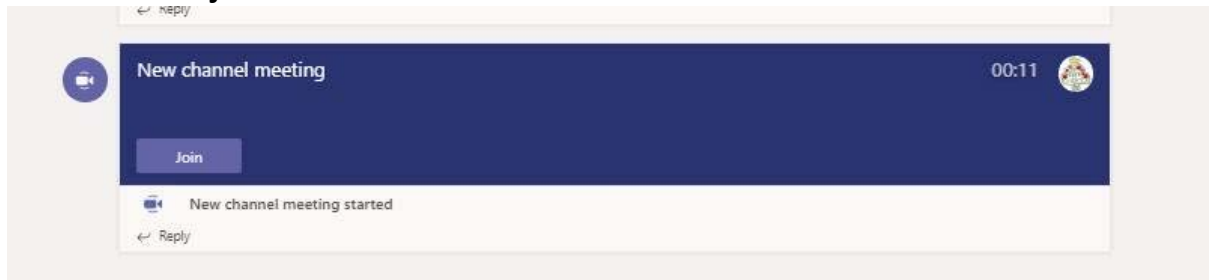
Your log in details are: surnameinitial@bthcc.onmicrosoft.com eg jonesa1@bthcc.onmicrosoft.com eg gavins@bthcc.onmicrosoft.com
Your password is the same as the password you use to log on to the school computers.

When you log on to teams you should be able to see teams along the left hand side -click on this and it will show you your classes.



This is your virtual school corridor! You need to go to the correct class at the correct time, so for example if I have history on Monday at 9am I will click into that 'room' at that time.

If you click into general within the classroom you should be able to see posts from your teacher. There may be a meeting scheduled already or you may need to wait until the lesson time if you are a few minutes early. When the teacher starts the meeting a 'join now' button will appear. You simply click into this and join the lesson.



We know this is another change to the way we are asking you to access your lessons but we are all learning together and refining our systems all the time! IF YOU HAVE ANY ISSUES LOGGING IN TO TEAMS WE NEED TO KNOW AS SOON AS POSSIBLE.

Contact support@bthcc.org for any issues