

Microsoft Teams for Education

How to guide for families



K/1 Strong and Smart



2/3 Strong and Smart

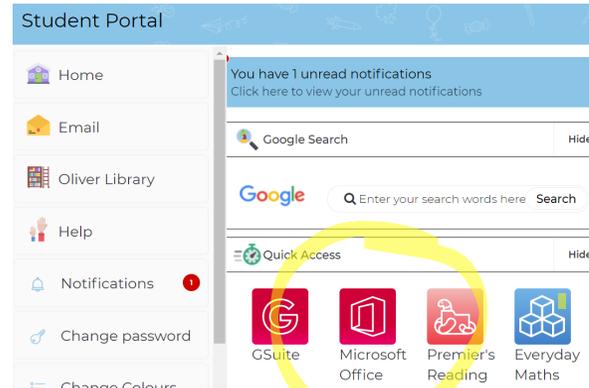


4/5/6 Strong and Smart

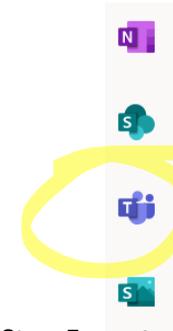
Accessing Meetings in Microsoft Teams

Each class has their own Microsoft Teams virtual class.

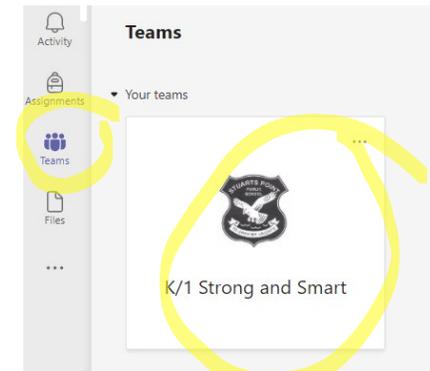
1. Open portal.det.nsw.edu.au
2. Click 'Log In' and 'I'm a Student'.
3. Enter your student username and password
4. Click on Microsoft Office 365
5. Click on the left side tab where there is a Teams icon
6. Find and click on the Teams icon again, under Assignments on the left tab
7. Click on your class name
8. A Join now box will come up when your class meeting is on



Step 4

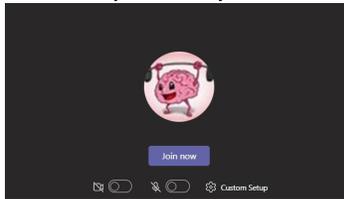


Step 5



Steps 6 and 7

Step 8



For classes using Microsoft Teams, the teacher will tell you when there will be a meeting in your class team. Teachers will notify students of the date and time a Microsoft Teams Meet will take place. Students should enter the Teams approximately 5 minutes before it starts. Accessing Meetings in Microsoft Teams

2/3 and 4/5/6 students know and are familiar with logging in using their own specific student username and password. Please contact the school if your child needs assistance.

The K/1 students were provided their own specific instructions and log in details as part of the Week 8 Learning from Home resource packs in 2021.