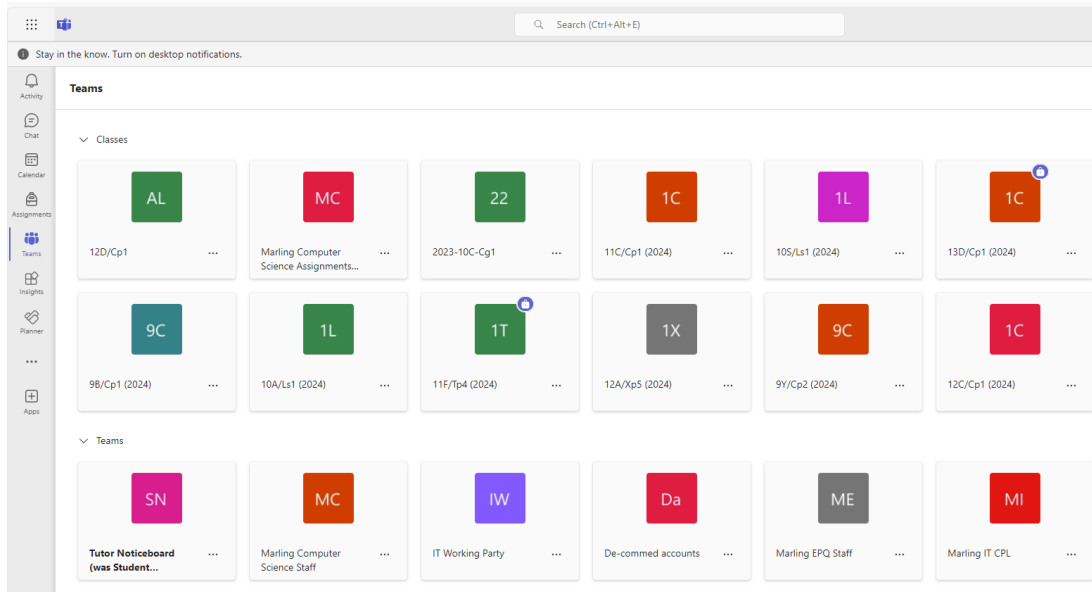
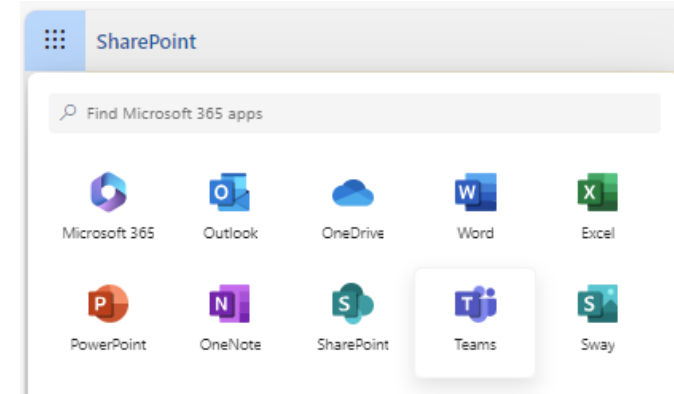
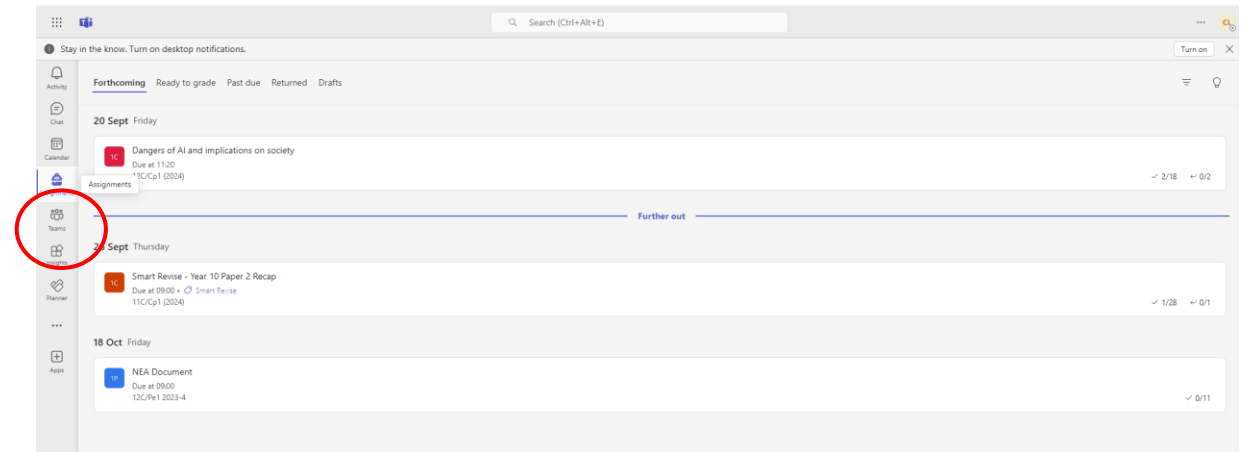


# Student Access to Microsoft Teams – Web Browser

1. Go to Microsoft 365 (you can search through Google on your web browser)
2. You will need to log in with your school email and password
  - School email e.g. [24FSurname@marling.school](mailto:24FSurname@marling.school) or [23f123456@marling.school](mailto:23f123456@marling.school)
3. Click on the Waffle in the top right hand corner and select Teams
4. You should see all your Teams that you are a part of



5. To see your homework, click on assignments



**Apps** – There is a mobile app which students may choose to download to their phones.

Some students may find the notifications overwhelming and choose to switch these off. If you do, we would recommend checking Teams once a day.

Students using a Windows/Apple laptop may choose to download the Teams desktop app (this is already installed on the Year 7/8 Winbooks). Students using Chromebooks will need to access Teams through their web browser.

You will need to login with your Marling School email and password.

