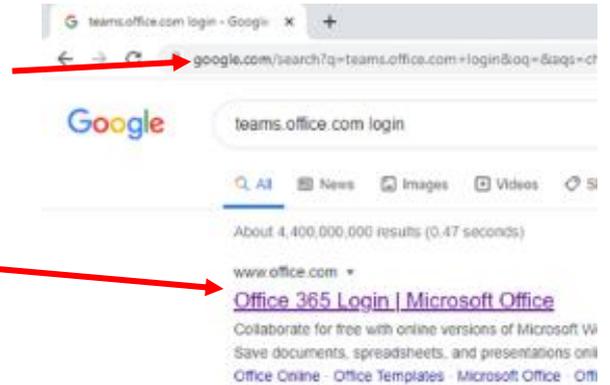


How to access your child's Teams account.

Step 1

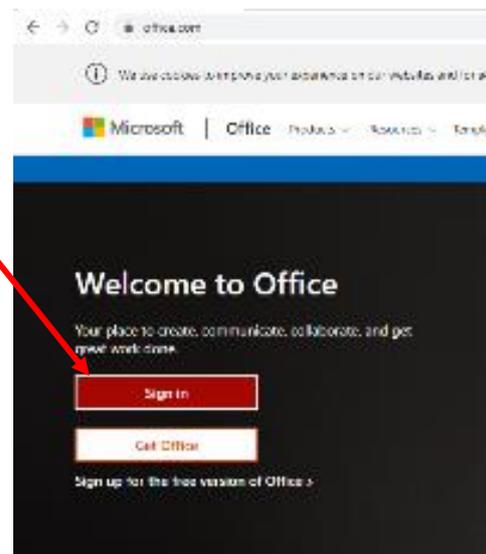
Open Google –Type Teams.office.com. into the search bar.



From the results select Office 365 Login.

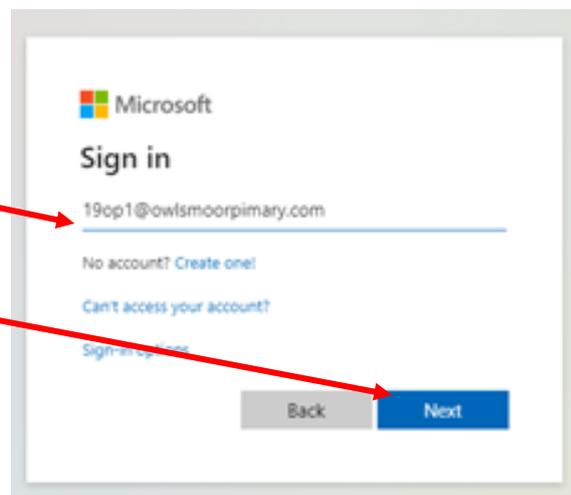
Step 2

From the Office welcome page go to sign in.



Step 3

Insert your child's username – ****@owlsmoorprimary.com – then click 'Next'



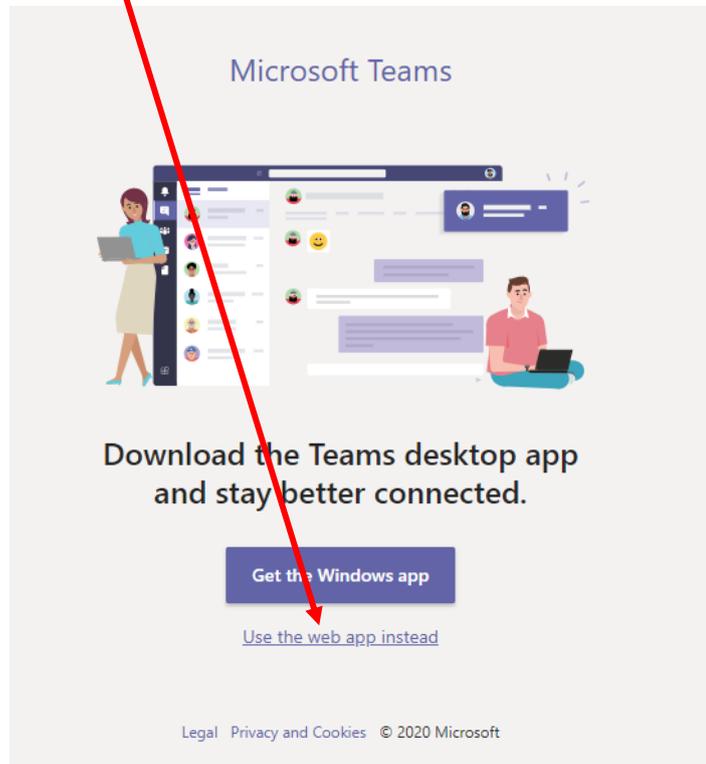
Step 4

Enter your child's password - **!1po91** – It is an exclamation mark then the reverse of the username. Then sign in.



Step 5

Select - Use the web app instead

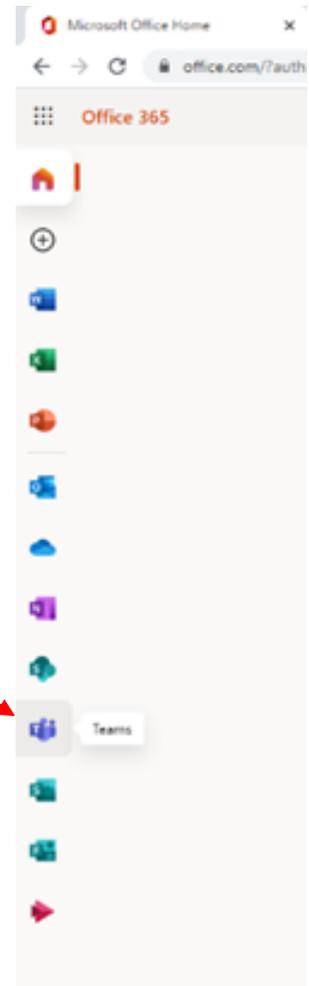


Apple and Android Devices

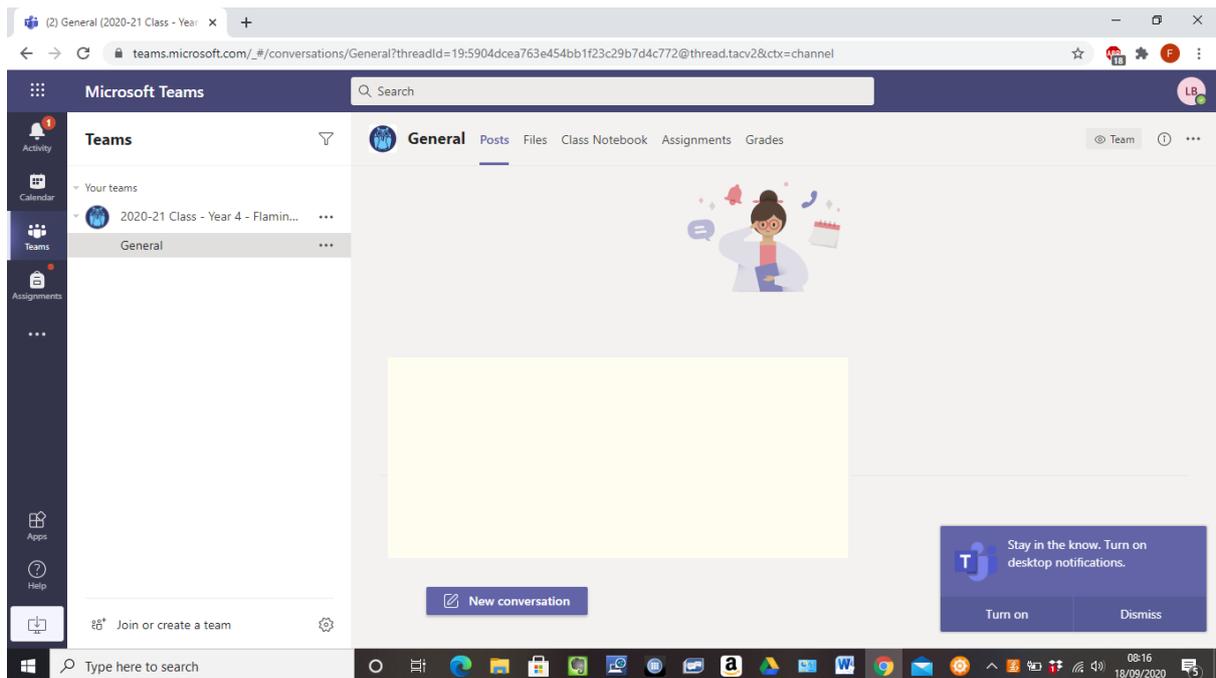
On **Apple and Android devices** it may be necessary to download the app using your child's username and password. For **Apple** users who already have a Teams account you may need to add another, to do this go to  add account using your child's username and password. On **Android** it gives the option to use your existing account or 'Sign in with another account'.

Step 6

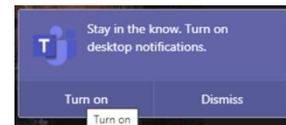
Select



You have now opened your child's account on Teams.



Select – Turn on desktop notifications if given the option.



You are now signed into Teams as your child, this is where all our remote learning will take place in the future.

Step 7

To sign out - Go to your child's initials at the top of the Teams screen and select 'Sign out' from the drop down menu.

