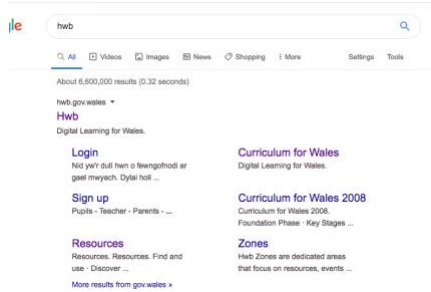


How to participate in a Teams meeting

1. Search for 'Hwb'

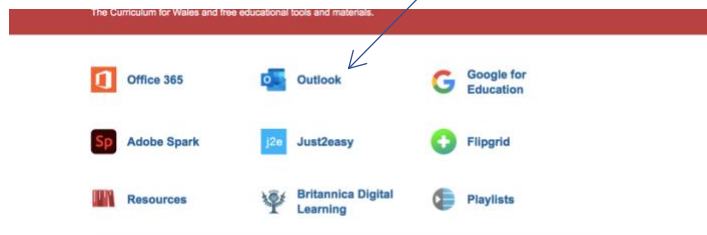


2. Press 'LOGIN'



3. Log in using pupils' username and password (Given previously)

4. Click Outlook



5. Look at the inbox and click on the most recent message from your class teacher.

6. Click on 'Join Microsoft Teams Meeting'.

****THIS MAY PROMPT YOU TO DOWNLOAD THE TEAMS APP ****

