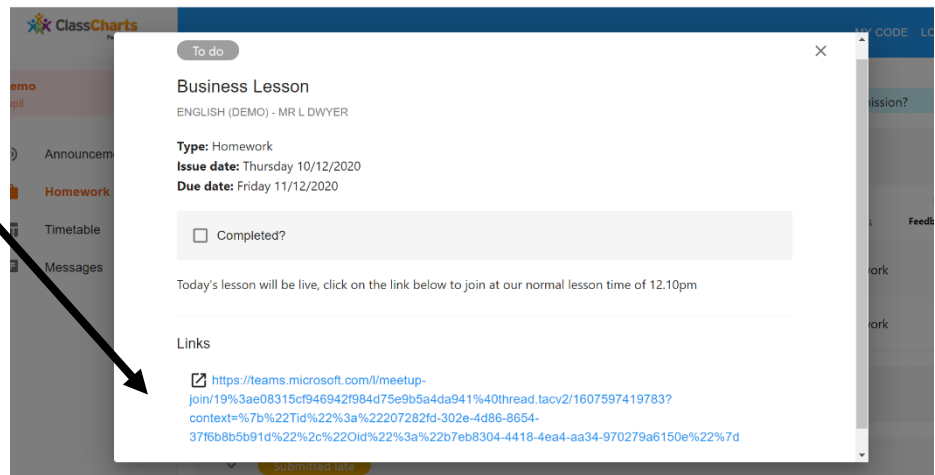
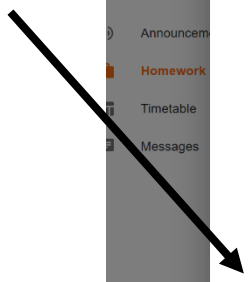
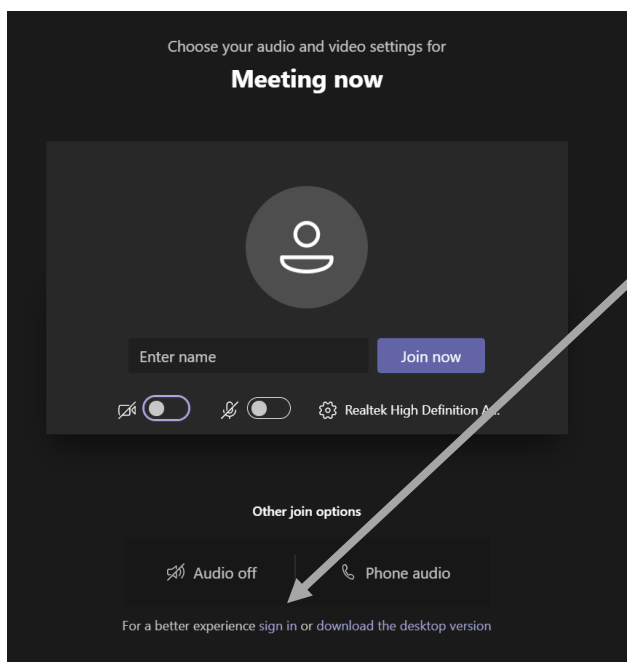


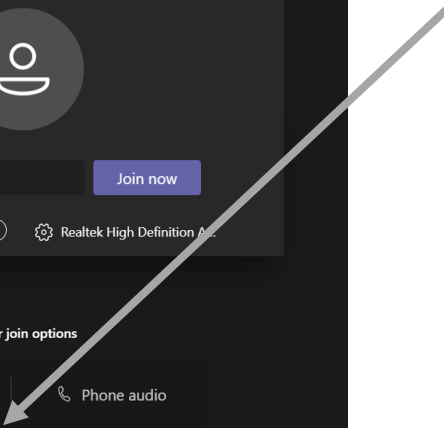
If you have a live lesson there will be a link on ClassCharts



You need to make sure you are signed in to Office 365 using your school log in details



If you are asked to enter your name it means you are not signed in, you need to click on 'sign in' at the bottom of the screen. You will then be asked to put in your school log in details, **if you don't do this you will not be let in to the live lesson**



You will be taken to a waiting screen, your video and microphone will be turned off.

When your lesson starts you will be able to see your teacher on your screen, they may also show you some slides

You will have a task bar on your screen that will allow you to interact with your teacher



This will open a window where you can type questions for your teacher

Click here to raise your hand, this lets your teacher know you want to ask something

Click here to mute or unmute your microphone if your teacher asks you to

