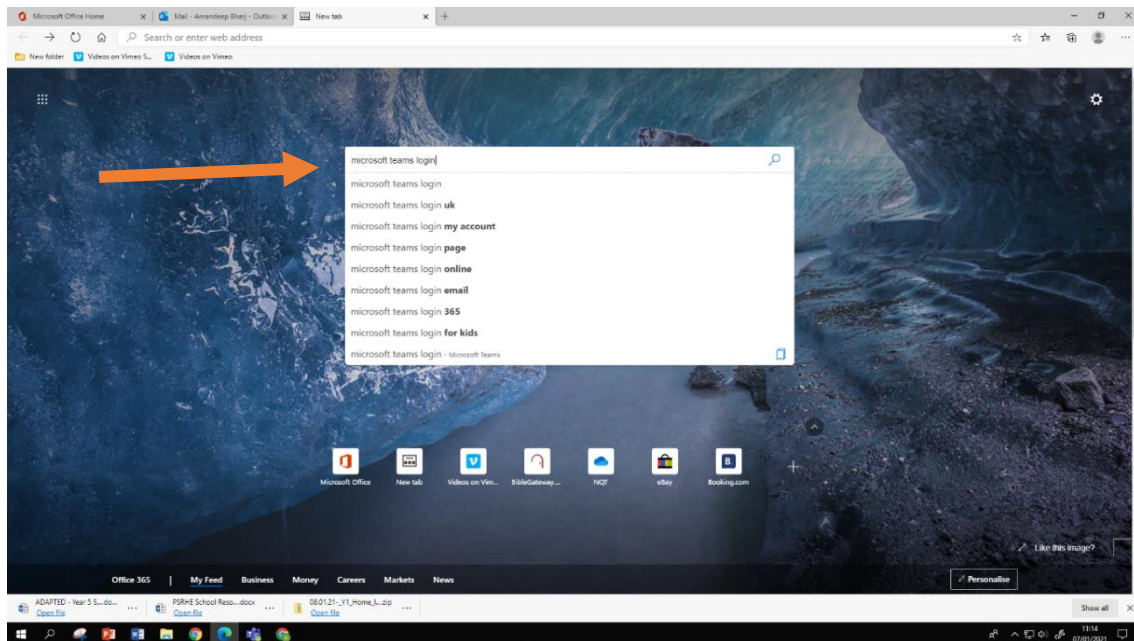




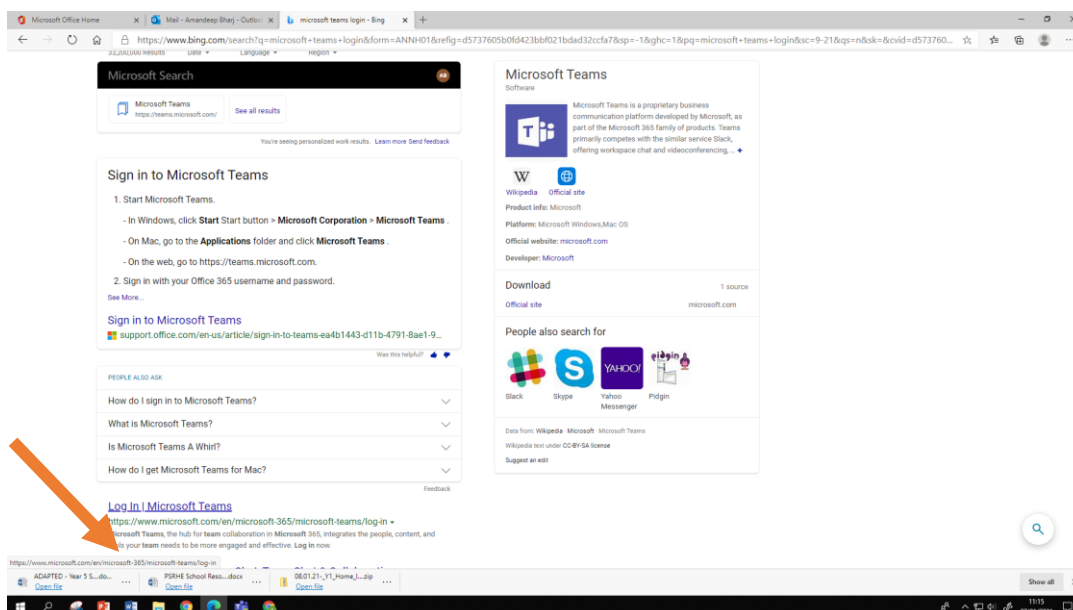
Colnbrook C. of E. Primary School

Online Learning: How to Log in to Microsoft Teams with a School Account

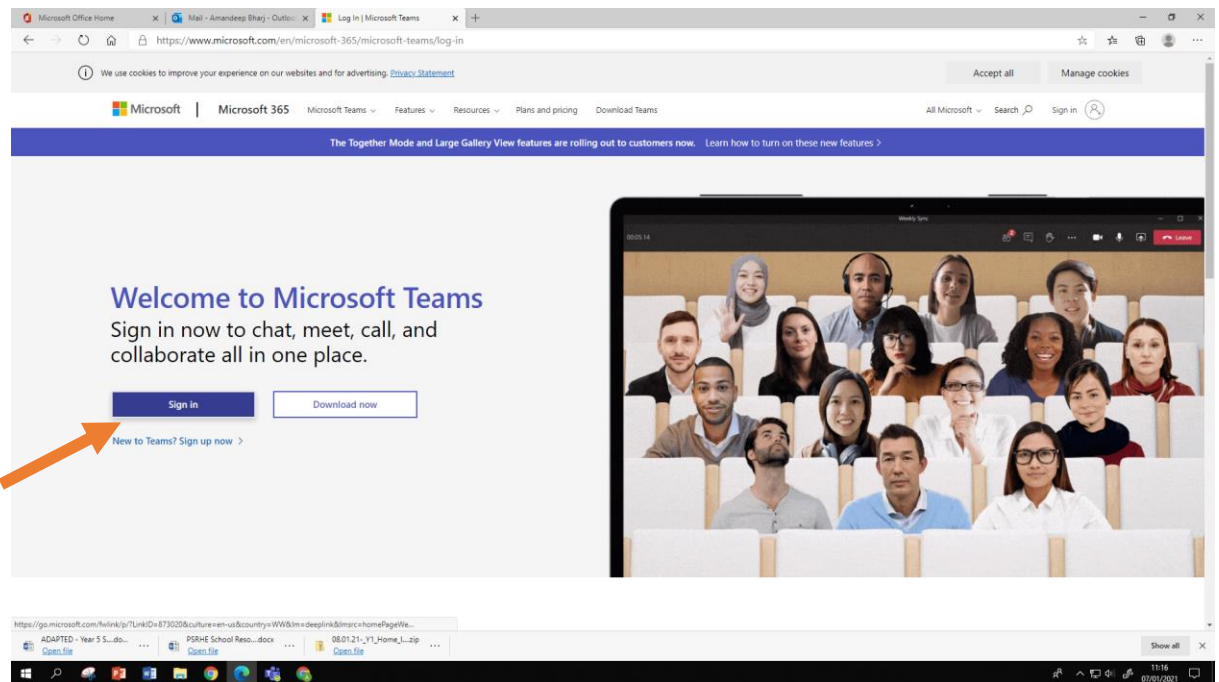
1) Open the internet and type 'microsoft teams login' into the search bar, e.g.



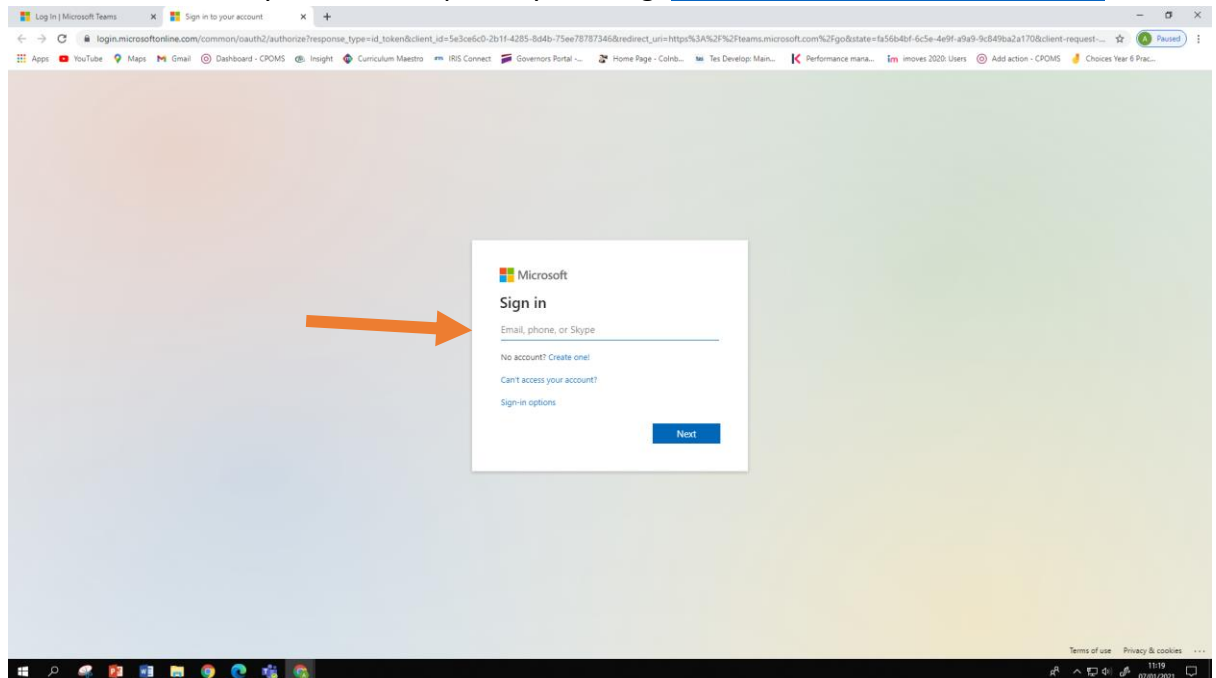
2) Find the link that reads 'Log In | Microsoft Teams'



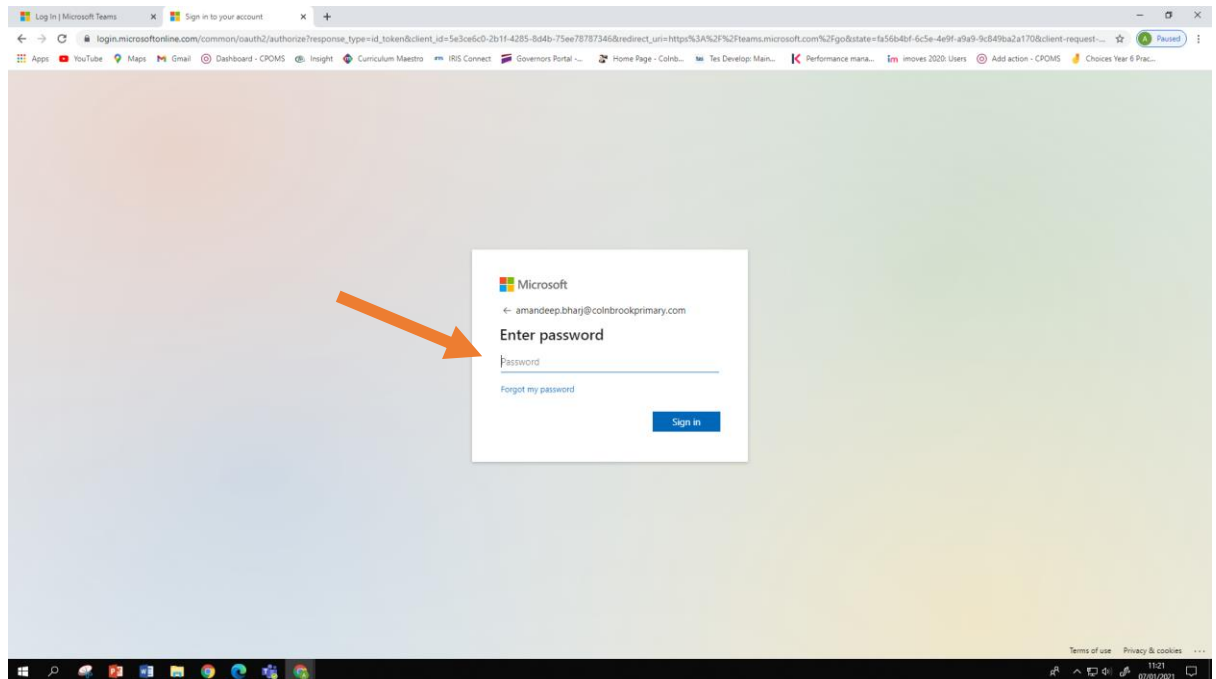
3) Then click the purple 'sign in' button



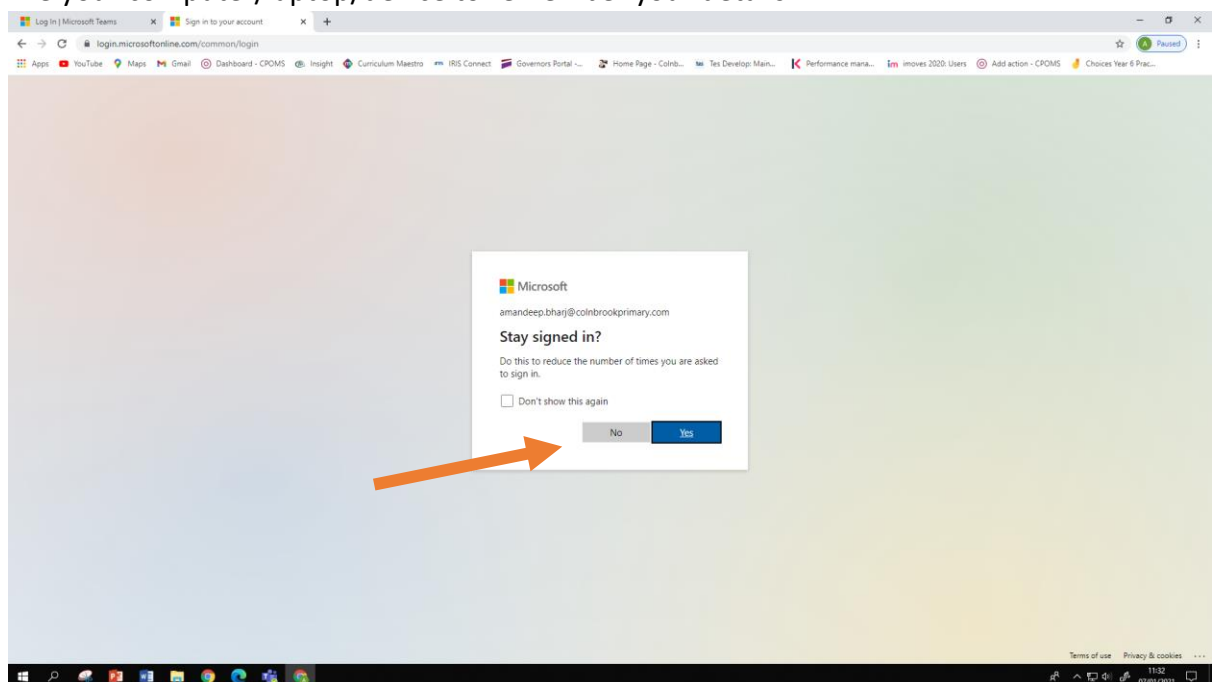
4) Now type in your login details for the computers at school, which is your new email address, followed by @colnbrookprimary.com e.g. 14JohnS@colnbrookprimary.com.



5) Now type in your password for logging into the computer in the next box.



6) You will then be directed to this screen below, it is your choice whether you would like your computer/laptop/device to remember your details.



7) You should be in the Teams application; a message may appear before it can let you in. Please click 'use the web app instead' option. You will be able to see your year group team where your teacher will post your learning.