Getting Started with Microsoft Teams: for Parents and Guardians



Microsoft Teams for Education brings conversations, content, assignments and video meetings together in a secure learning experience. With Teams, parents and guardians can help their students connect with their teachers and learn from anywhere. Use the information below to connect your student to their virtual classroom **quickly!**

Get Started



Set up a learning environment

To join an online class or video meeting in Teams and access Teams chats, files, and assignments from home, your student will need a computer, tablet or smartphone.

If you can, try to set up a space free of distractions and background noise.





Open Microsoft Teams

You can use Teams from most web browsers or by downloading the app.

To **download the Teams app** on mobile or desktop, visit <u>aka.ms/getteams</u>.

To use Teams on a browser, visit <u>office.com</u> and **click on the Teams icon**, or visit <u>teams.microsoft.com</u>.



Sign In

Your student can sign in with their school email and password.

Watch the <u>Sign in Video</u> for a walk-through.

Note: Don't see your student's class teams?

Their teacher may have invited them via a join code or a direct link (check your email).

How-to videos for learning at home

4 Join scheduled class meetings for class, review sessions, or school activities either in the app or via a link from the teacher.



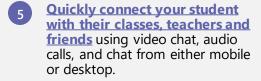
Join a Meeting

Teams tips and tricks for student success

7 Use background blur or a custom image to help conceal your child or student's surroundings during an online classes.









Optimize for low bandwidth networks by syncing files to your computer and mobile device and following these other best practices.



Help your student organize their schoolwork by managing their files, class notes, and assignments.



Launch Immersive Reader, to enable read aloud, parts of speech, picture dictionary and other tools to help your student improve their reading

