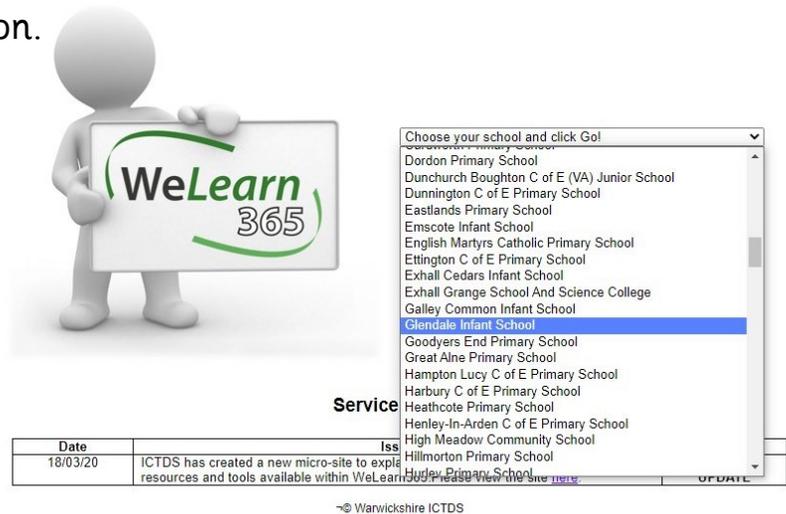


Ligon to www.welearn365.com

When you see this screen, select **Glendale Infant School** from the drop down list, then click the Go button.



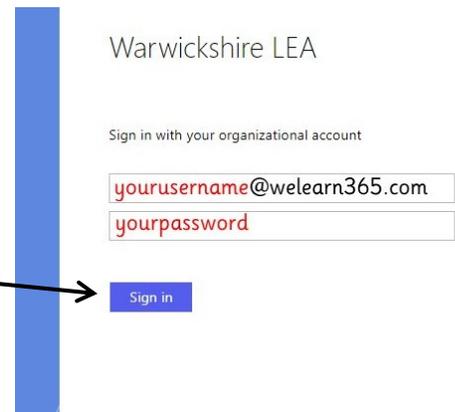
Date	Issue	Update
18/03/20	ICTDS has created a new micro-site to explore resources and tools available within WeLearn365. Please visit the new site here: http://www.welearn365.com	UPDATE

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For service queries and support please contact the ICT Development Service Desk on 01926 414100 or email ictdsservicesdesk@warwickshire.gov.uk

On the next screen you need to enter your user name and password, don't forget to add @welearn365.com at the end of your username.

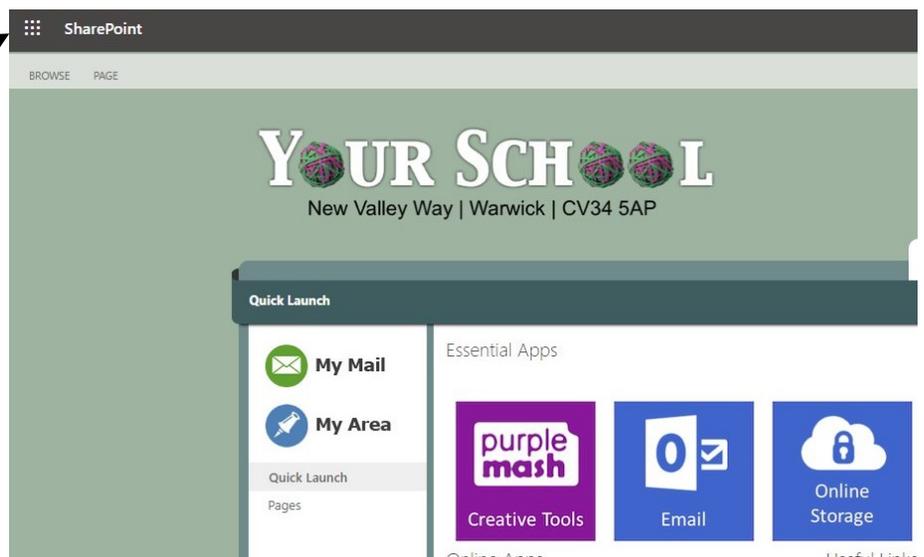
Then click the Sign In button



Warwickshire LEA

Sign in with your organizational account

Click this symbol



SharePoint

BROWSE PAGE

YOUR SCHOOL

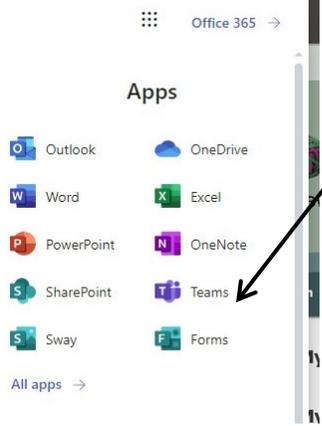
New Valley Way | Warwick | CV34 5AP

Quick Launch

- My Mail
- My Area

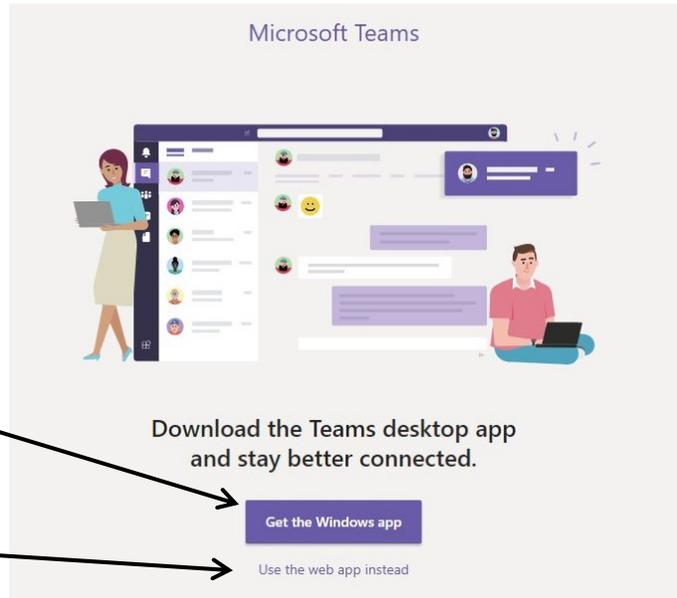
Essential Apps

- purple mash Creative Tools
- Email
- Online Storage



Click the Teams icon

At this point you can download the Teams app to your computer if you want to. It will install the app on your computer and put an icon on your desktop to use next time, instead of doing the previous steps. Click here to do that.

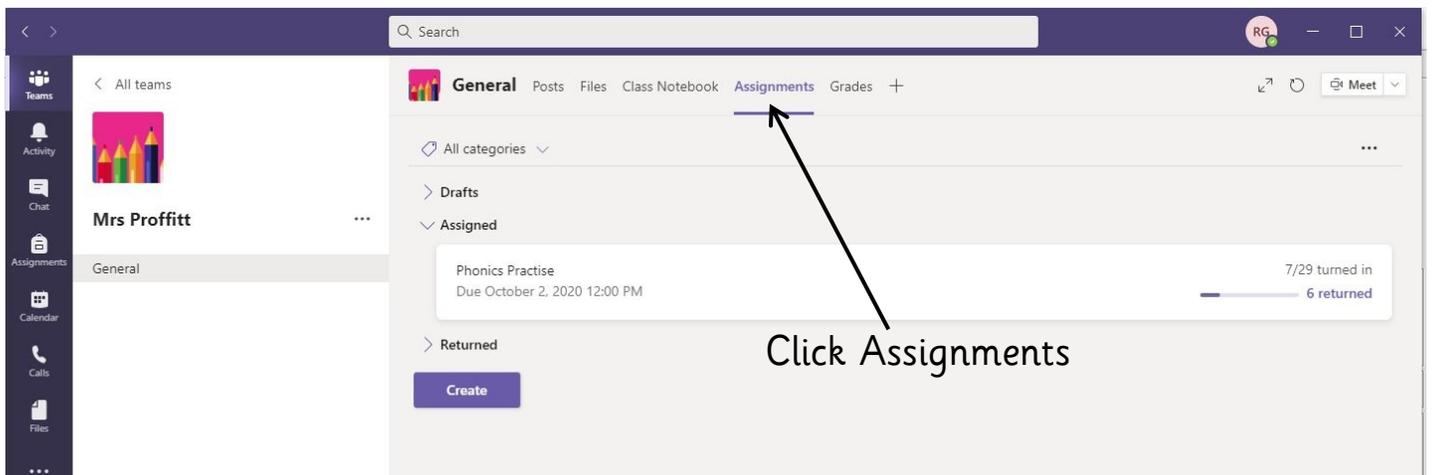


Download the Teams desktop app and stay better connected.

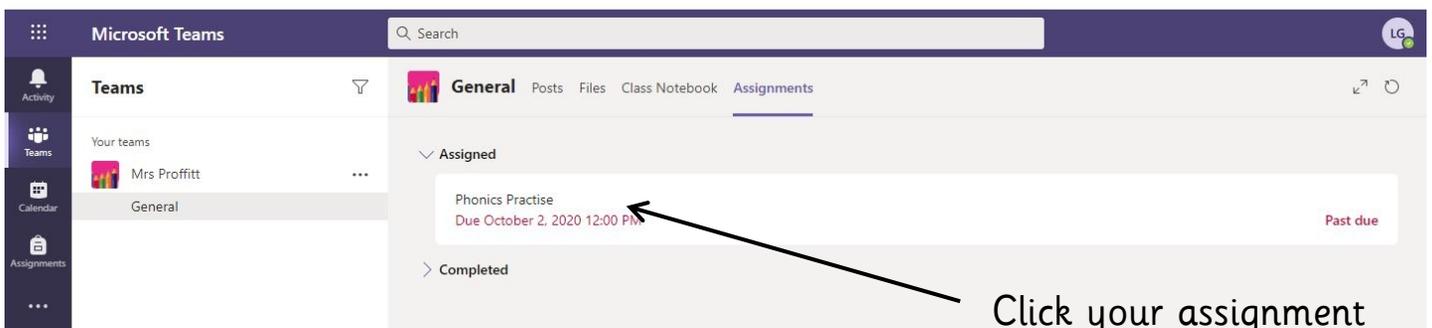
Get the Windows app

Use the web app instead

Otherwise click Use the web app to carry on working in your browser.



Click Assignments



Click your assignment

The screenshot shows the Microsoft Teams interface. At the top, there is a search bar and a user profile icon labeled 'LG'. Below the search bar, the 'Teams' section is visible, showing 'Your teams' with 'Mrs Proffitt' and 'General'. The 'General' team is selected, and the 'Assignments' tab is active. The assignment details for 'Phonics Practise' are shown, including the due date 'Due October 2, 2020 12:00 PM', the points 'No points', and the instructions: 'Use both wordbanks. Copy one word at a time using your best handwriting. Put your sound buttons on each word. Try and do 5 real words and 5 alien words. How quickly can you blend and say the words? Can you remember how to spell the words without looking, if an adult gives you a quiz.' Under 'Reference materials', there is a file named 'phonics.pdf' with a three-dot menu icon to its right. At the bottom left, there is a 'My work' section with an 'Add work' button. A 'Turn in late' button is located in the top right corner of the assignment card.

Upload your finished work.

Download any sheets you might need.

Follow the instructions for your assignment.