## Where to Find Your Remote Learning Work - MS Teams

If you are absent from school for any period of time and you are fit enough to do so, you are obliged to work as normal. Your work can be found in Remote Learning on MS Teams. Follow these steps to find your work. If you get stuck, contact Mrs Bishop or Mr Branton via email – <a href="mailto:cbishop@woodrush.org">cbishop@woodrush.org</a> abranton@woodrush.org

When you have logged onto Microsoft Teams click on the 'Remote Learning' Team 2020/21 If you are not sure how to log on watch this video https://youtu.be/A8OfVaE1nGQ Now click on Files from the top bar General Posts Files Class Noteb Click on your year group – you will then see a set of folders General Name v Personal Development & ASPIRE 🔀 year 10 💥 year 11 💥 year 12 🔀 year 13 🔀 Then you need to go into the folder for your class. In here you will Name  $\vee$ find the work that your teachers would like you to do. This might be PowerPoints with work to do, links to online lessons from the 7A 🔀 Oak National Academy, BBC Bitesize or other online sites or work 7B 🔀 sheets. 7C 💥 Complete your work and either email it to your teacher or bring it into school to show them on your return. 7D 💥 You will also find work in folders titled: "SHORT TERM WORK" - there will be enough work in here to see you through your first day of absence or if you are only required to be off for a couple of days "OPTIONS SUBJECTS" or "SUBJECTS" - GCSE students will find work for their options in here "PERSONAL DEVELOPMENT AND ASPIRE" - When you have an Aspire day or morning, you will find all the resources you need here.

## **How to attend Live Lessons**

## IF YOU HAVE BEEN INVITED TO ATTEND A LIVE LESSON, THIS WILL TAKE PLACE IN YOUR SUBJECT AREA – CLICKING ON THE INVITE LINK IN YOUR EMAIL SHOULD TAKE YOU STRAIGHT TO IT.

