

How to access Teams online learning platform

1. Go to www.welearn365.com and select Coughton Primary School
Sign in with your email address and password (please contact us if you do not have this information)

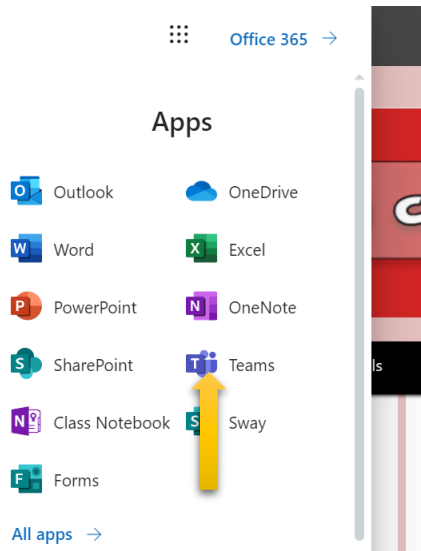


[ICTDS Training and Services Website](#)
[Self-service Password Portal](#)

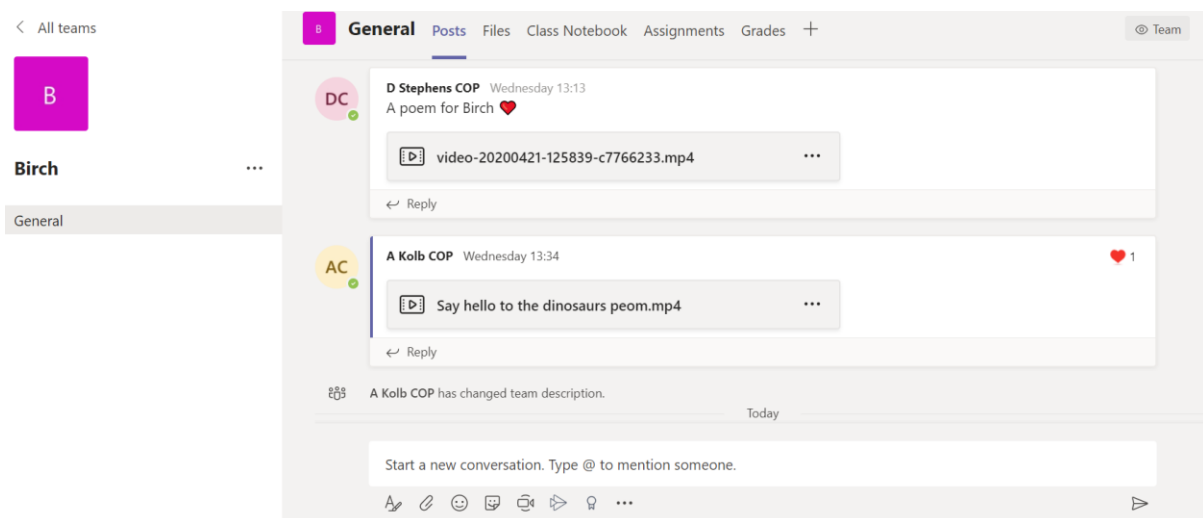
2. A page like this should appear. You need to click on the dots next to the word 'SharePoint' in the top left hand corner.



3. Select the 'Teams' option. You can also access other apps from here such as Word and PowerPoint.



4. It should automatically take you to your class page.



5. Posts will show what everyone has posted and this will be visible to everyone in the group. Files will have any files uploaded by the teacher and assignments will have work set by the teacher.

Videos can be slow to download and do not run smoothly on Google Chrome. If you are struggling to view the content it may be beneficial to download the app or click the button at the bottom of the screen to login via the desktop app.

