Instructions for Accessing Microsoft Teams

Microsoft Teams can be accessed through the M-DCPS portal:

1. Log into the student portal.

2. Click on Office 365.

3. On Office 365 log in page, enter your username and password:

Instructions for Accessing Microsoft Teams

4. Click on the **Teams** icon.

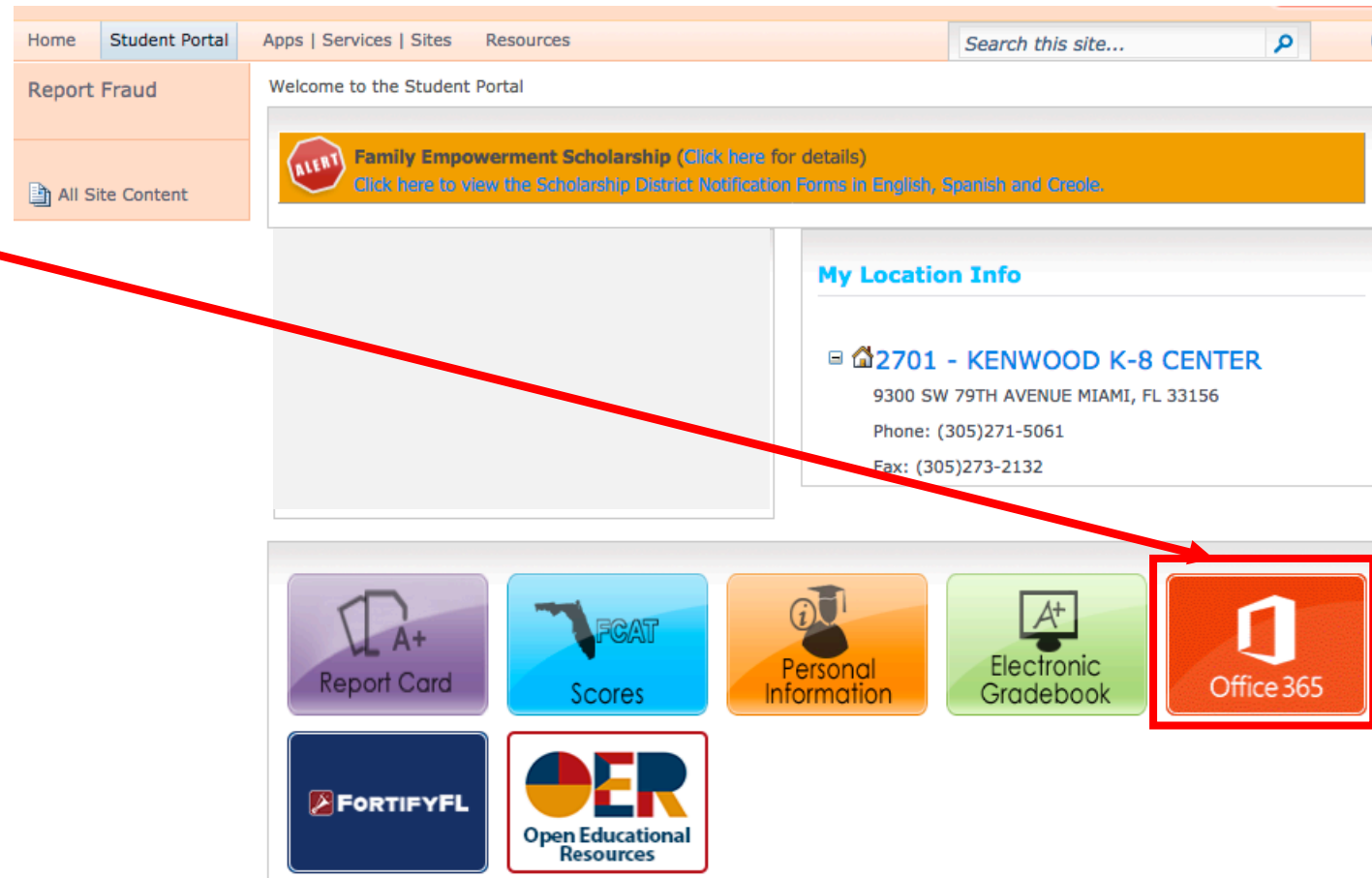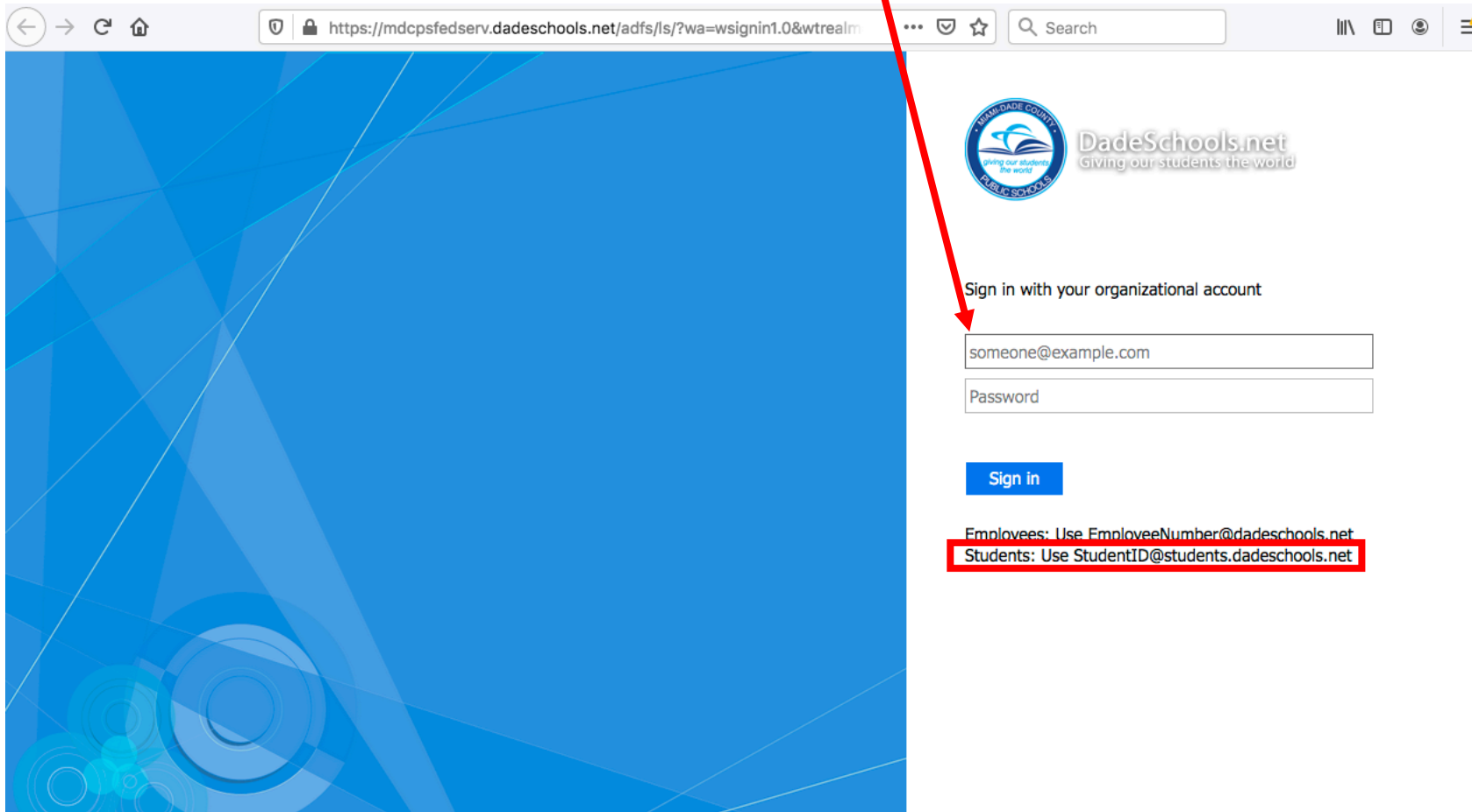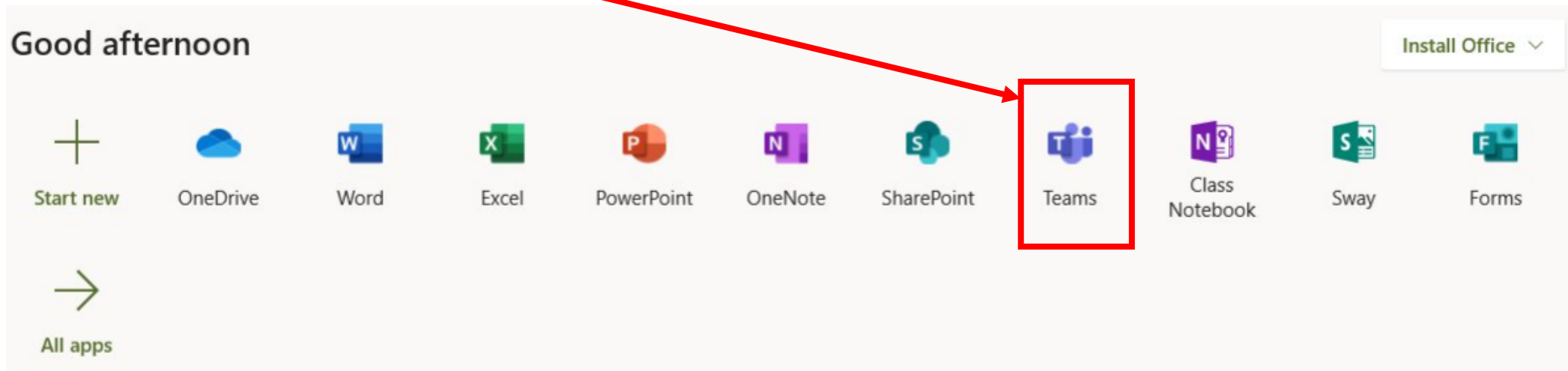5. When you click on the **Teams** icon, the Microsoft Teams web application will open.

Microsoft Teams for Students

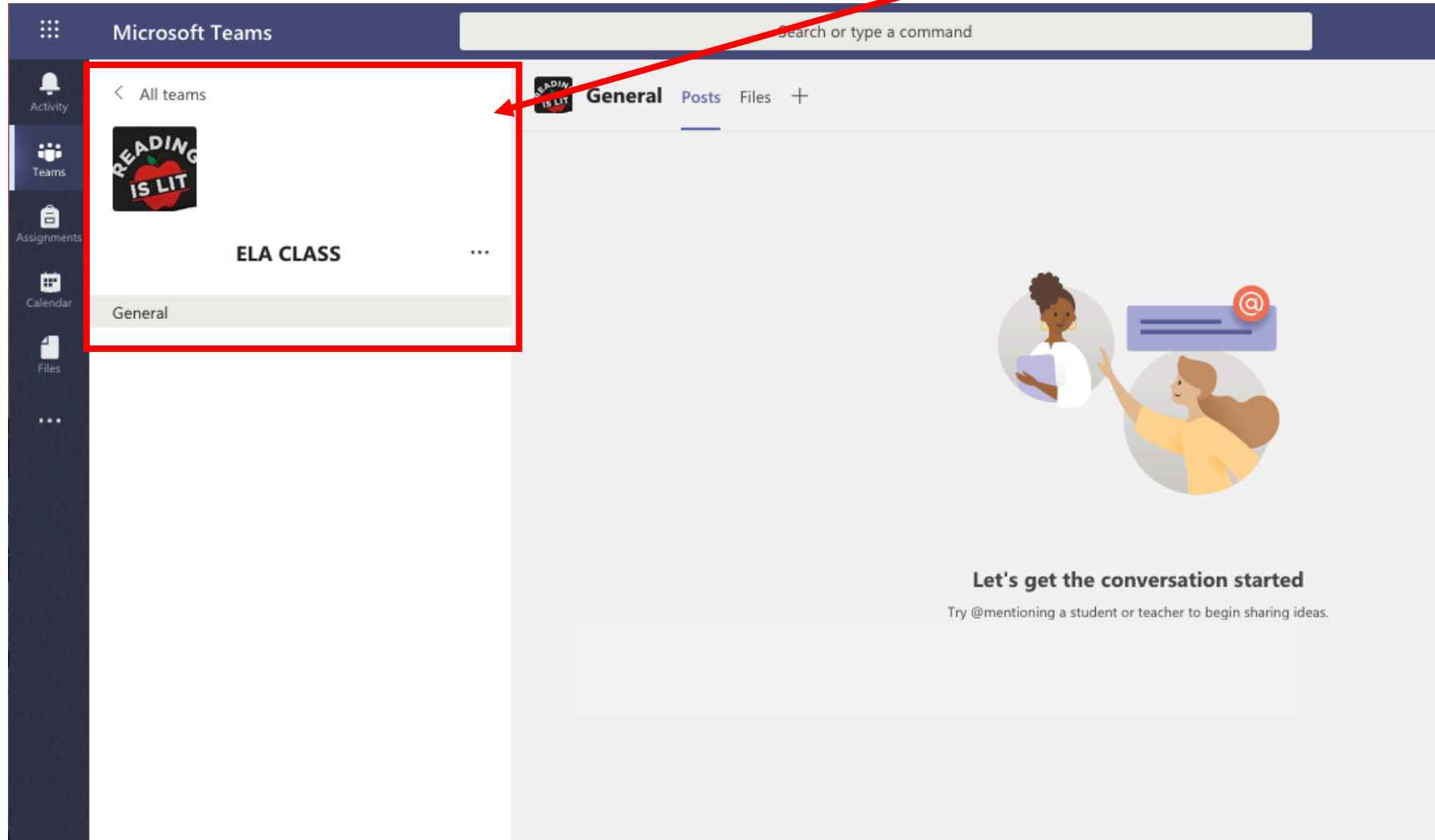Each student gets his/her own team set up by his/her teacher. Click on the course.

Microsoft Teams for Students

Navigate Teams
Use these buttons to switch between Activity Feed, Chat, your Teams, Assignments, Calendar, and Files.

View and Organize Teams
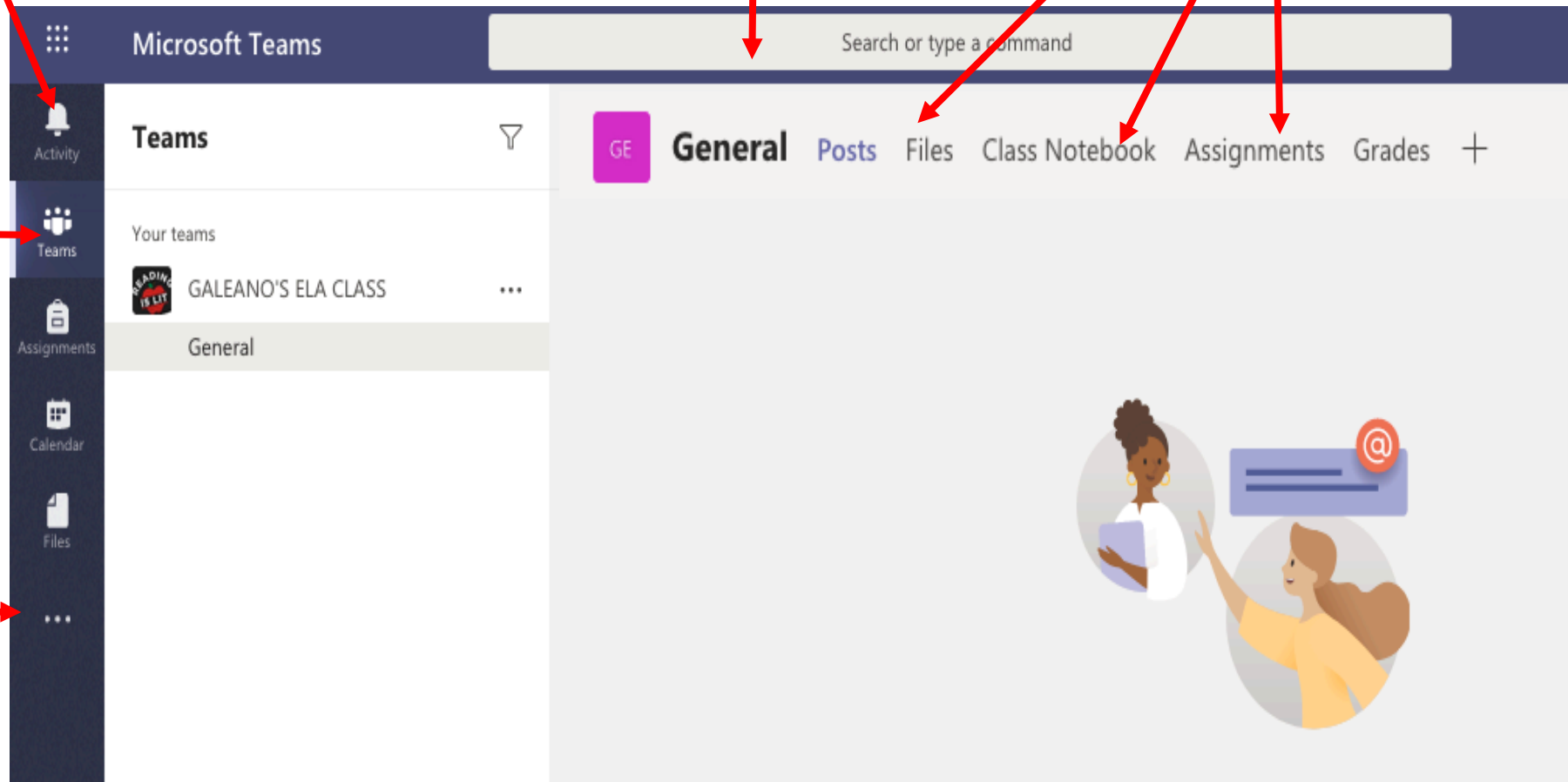Click to see your teams. Drag team tiles around to reorder them.

Find Personal Apps
Click to find and manage your personal apps.

Use the Command Box
Search for specific items or people, take quick actions, and launch apps.
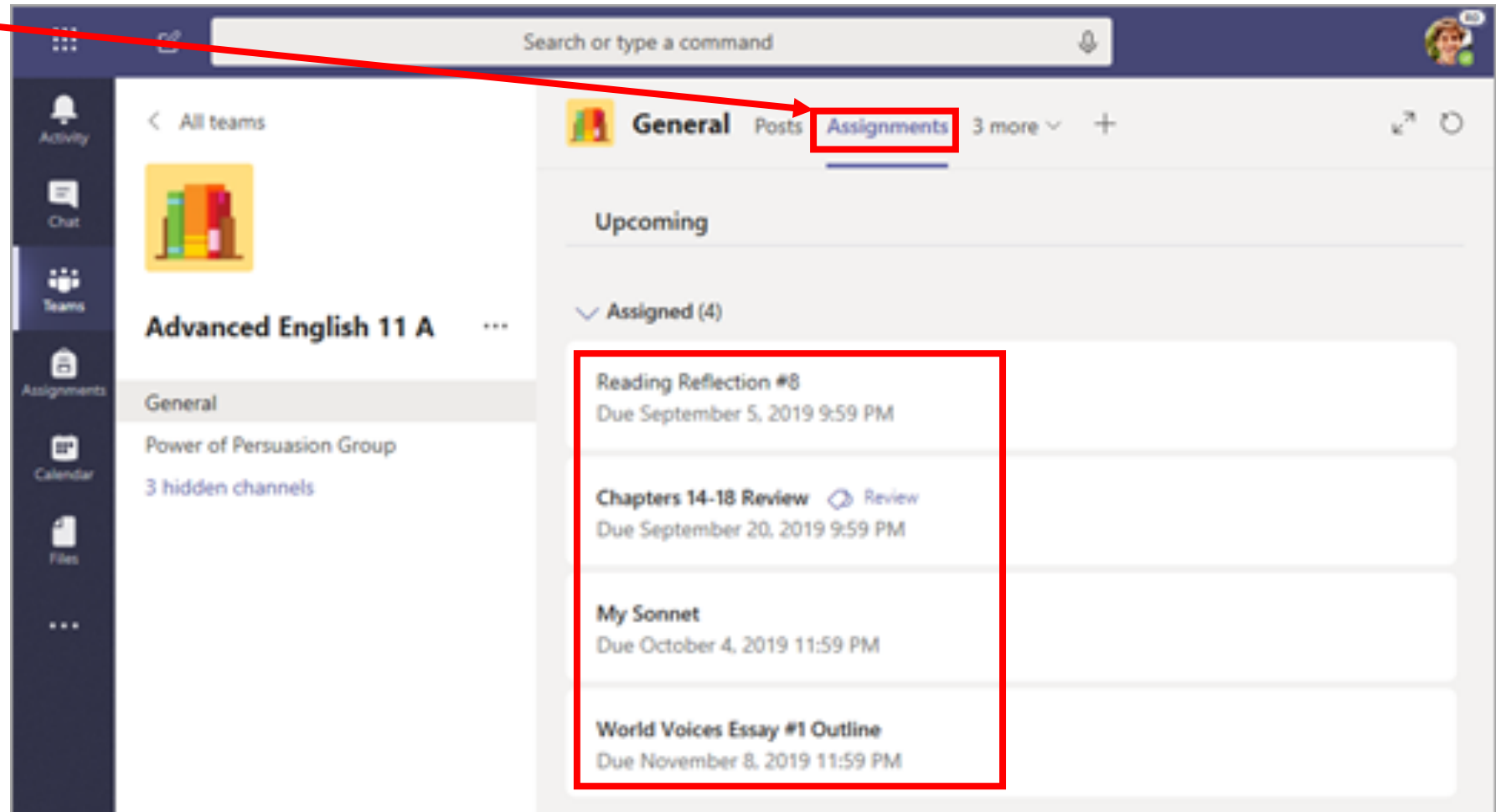
Access Files, Class Notebook, and Assignments

Working on Assignments in Microsoft Teams

1. Click on Assignments

2. Select an assignment from the list.

Microsoft Teams for Students

1. Select an assignment from the list.
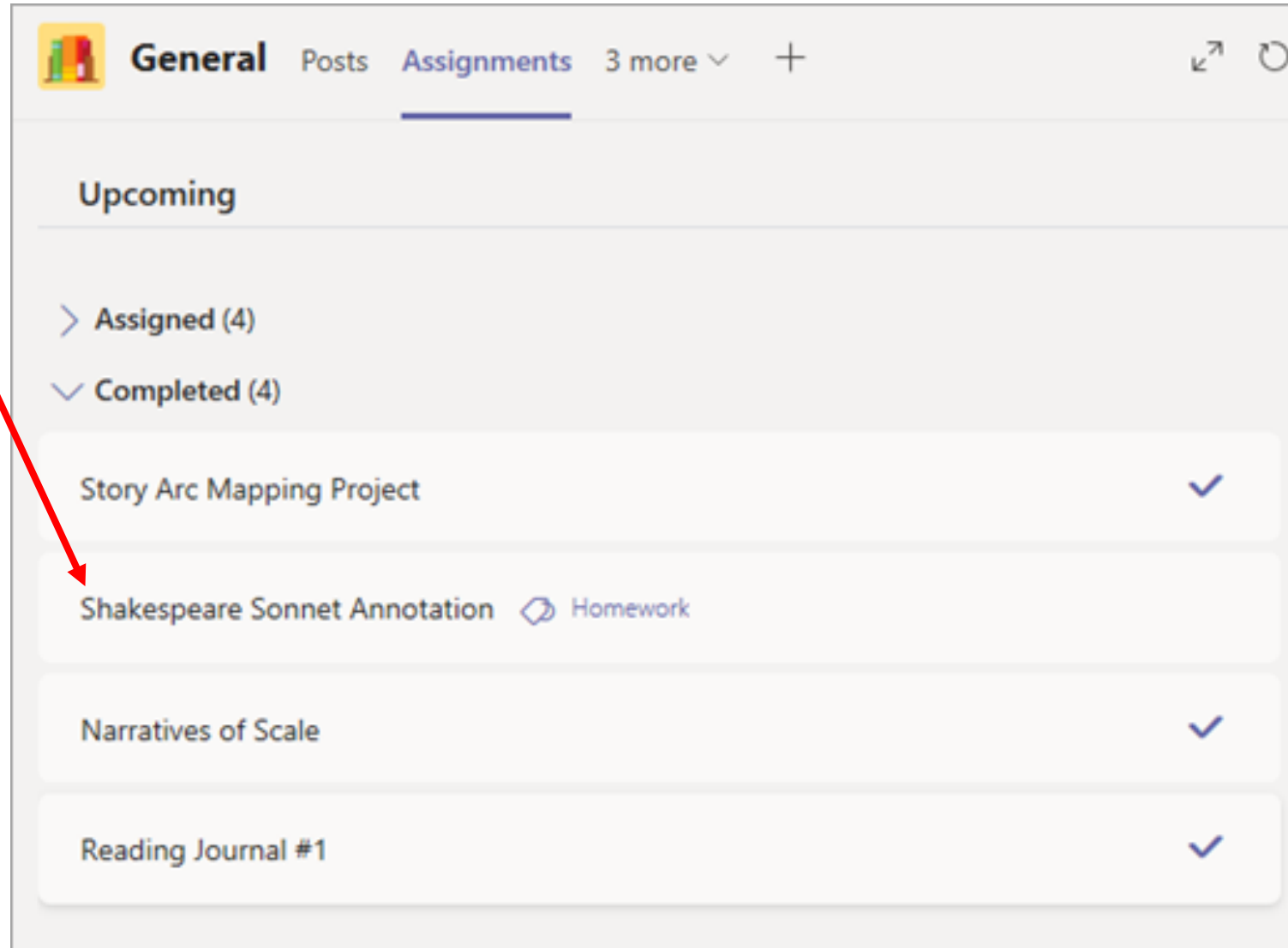
Microsoft Teams for Students

2. Read instructions

3. Work on the assignment

4. Turn your assignment in.

< Back

Turn in

Shakespeare Sonnet Annotation ⬦ Homework

Due September 13, 2019 9:59 PM

Instructions

Read Sonnet 116 and annotate it, using the PowerPoint for guidance.

My work

How to Read a Sonnet.pptx   ...

+ Add work

Points
100 points possible

Microsoft Teams for Students

If your teacher created a Class Notebook, you will be able to access your course materials and complete your school work using this class notebook.
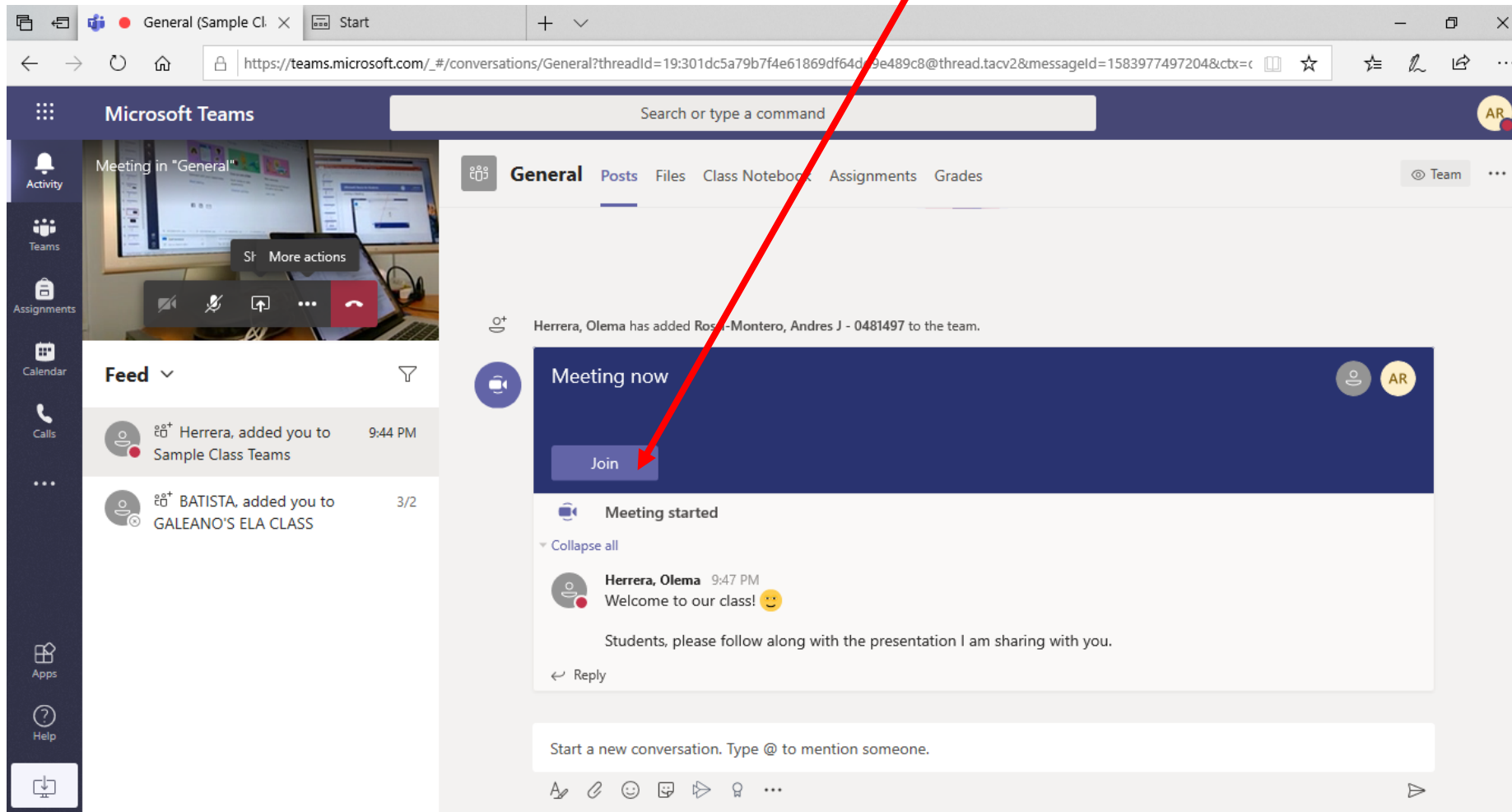
Microsoft Teams for Students

Joining a Meeting:

1. Click on "Join" to enter video conference.

Microsoft Teams for Students

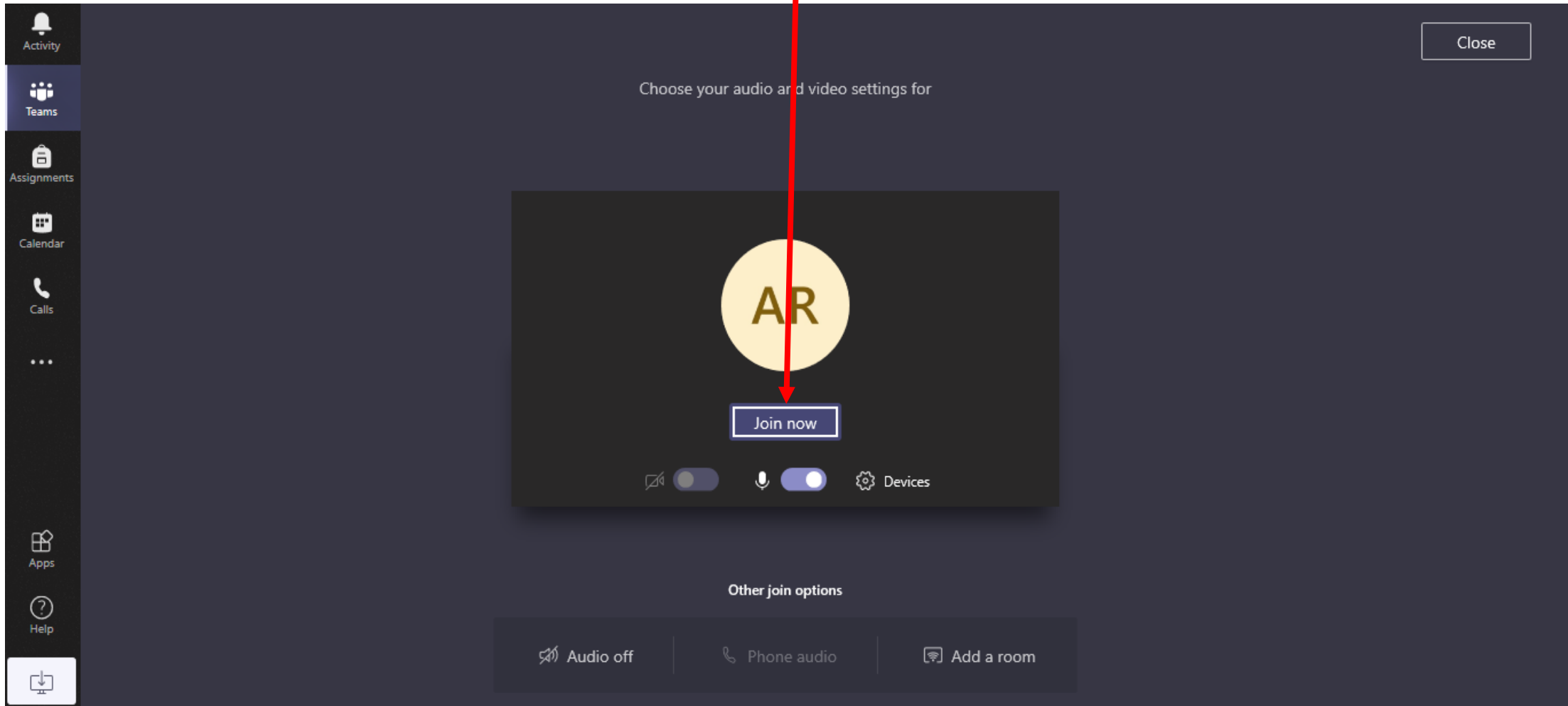2. Click on "Join now."

Microsoft Teams for Students
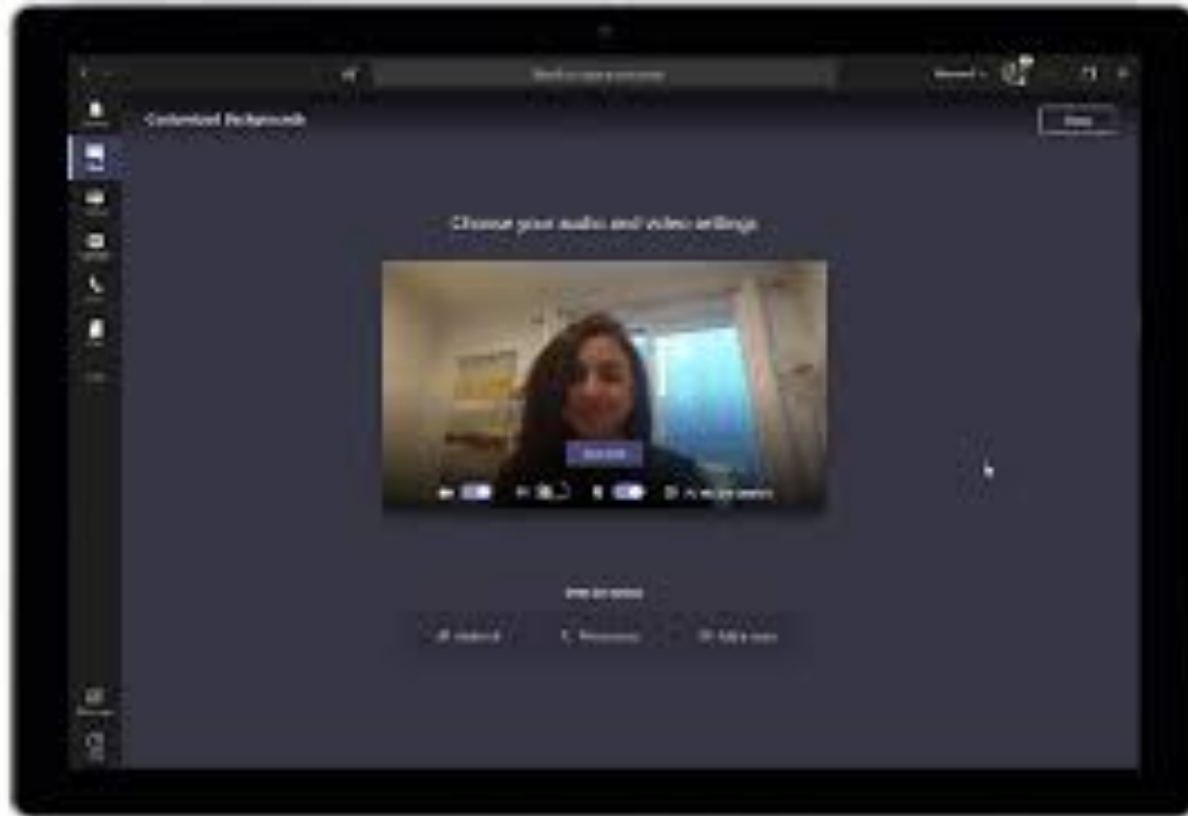
In a virtual room, students can participate in a video chat.

Teacher can share virtual whiteboard and his/her screen.