

# Monifieth High School



Helping everyone to be happy, healthy, resilient and responsible

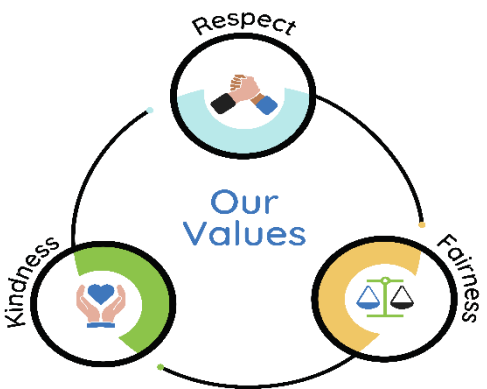




# Monifieth High School

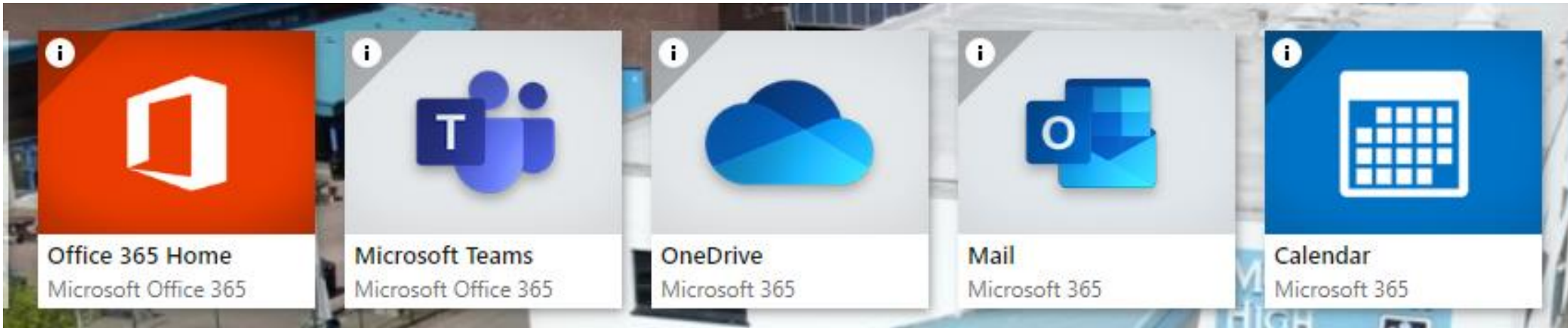


## LAUNCHPAD LAYOUT



BRONZE – RIGHTS COMMITTED

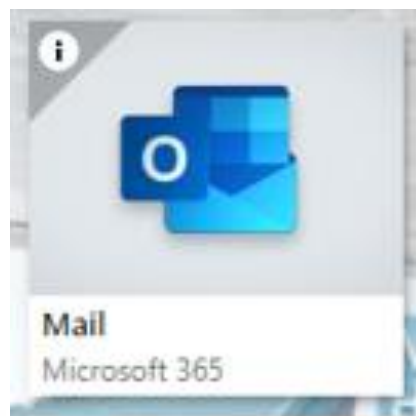
# CORE TILES





Productivity apps are all in one place

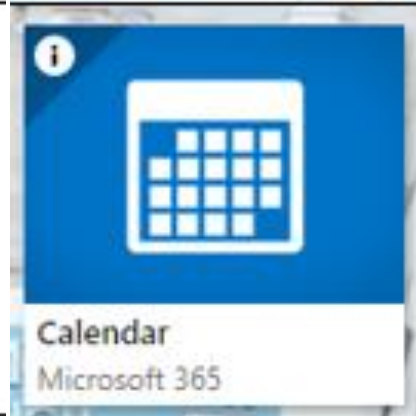
You can download Office software onto a home device



Send and receive emails



Online storage



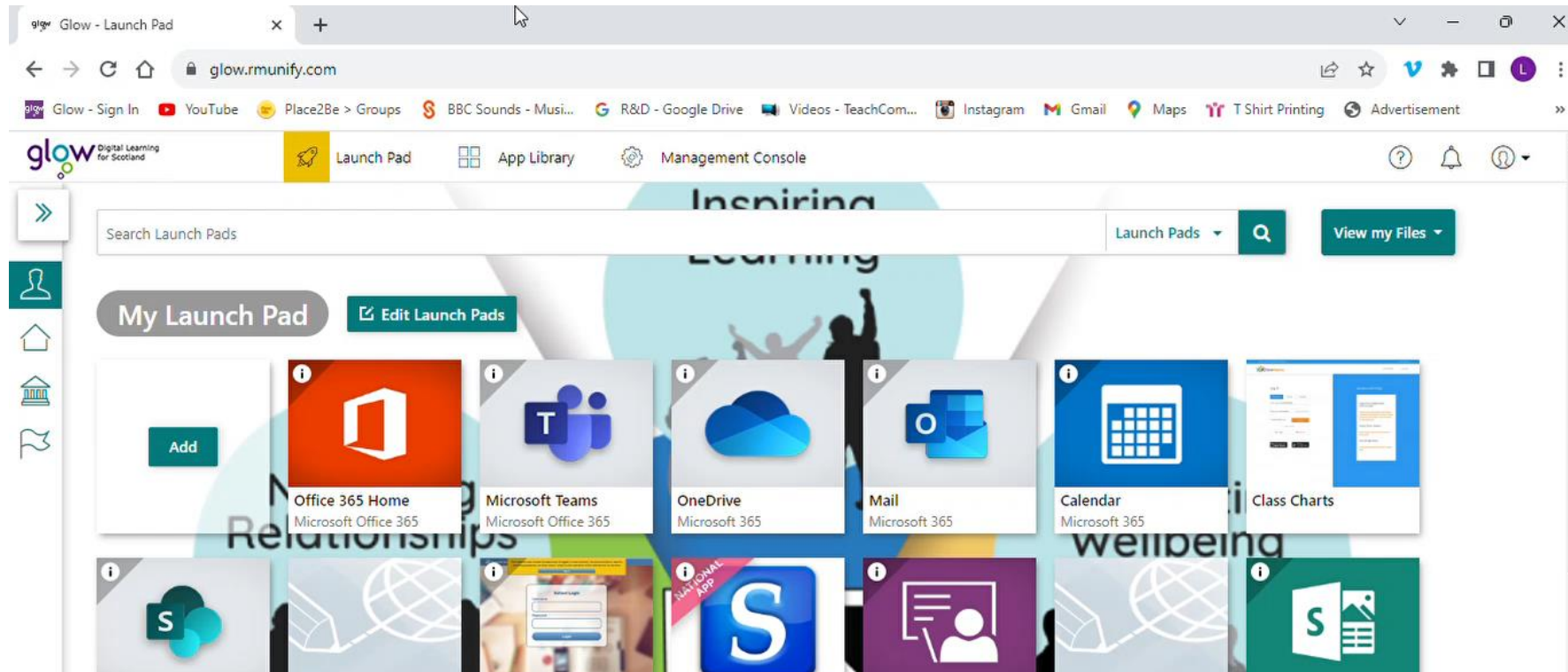
Record and reminders for events and deadlines



Collaboration and communication app



# LAUNCH PAD VIDEO



# FOLDERS

- Create a PS folder to archive files
- New S1 Folder
- New Personal Info folder



SUBJECT FOLDERS	
ASN	RME
ENGLISH	SE
FRENCH	SOCIAL SUBJECTS
HWB	SPANISH
ICT	TECHNICAL
MATHS	SCIENCE



# New Document

- Personal Info Folder
- New WP Doc
- **WEBSITE LOGIN DETAILS**



**An instruction video is on next slide**





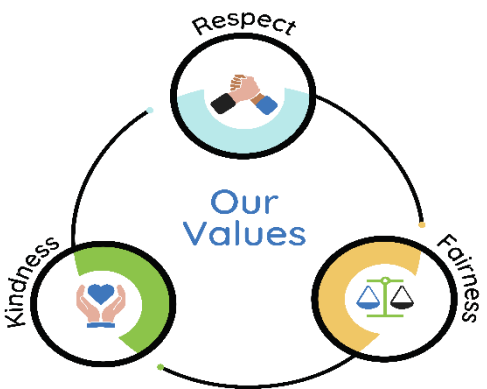




# Monifieth High School



## PURPOSE OF CLASS TEAMS



BRONZE – RIGHTS COMMITTED

- Microsoft Teams is a **learning hub** for each class
- Your class teacher will post relevant work / instructions for a lesson
- **Channels** are used to separate topics being taught
- **Assignments** will be issued to allow you to complete a task and receive feedback from your teacher




# TEAM TILES


Your teams



ICT1B4MISSWILSON




AH COMPUTING  
SCIENCE 2023-2024




HIGHER COMPUTING  
SCIENCE 2023-2024




NAT5COMPMISSWILSON  
2023-2024




S3 COMPSCI MISS  
WILSON 2023-2024




COMP2D1MISSWILSON2  
023/24



COMP2P4MISSWILSON



COMP2D4MISSWILSON



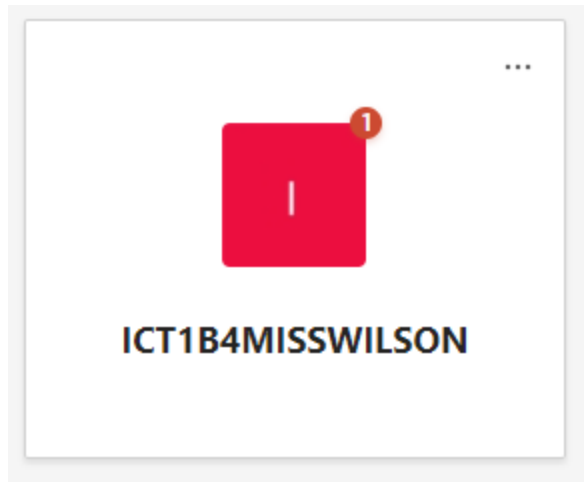
COMP2P3MISSWILSON



S3 COMPUTING SCIENCE  
2022-2023



# POST NOTIFICATION



When you get a new post the team name should appear in bold and a 1 appears in top-right corner



# TEAM PAGE OVERVIEW

The screenshot shows the Microsoft Teams interface for a team named 'ICT1B4MISSWILSON'. The left sidebar contains a 'Menu' with options like 'Home page', 'Class Notebook', 'Assignments', 'Grades', 'Reflect', and 'Insights'. Below the menu is a 'Channels' list with 'General' selected. The main area shows a 'Posts' tab with a post from 'Miss Wilson' titled 'S1 Induction' with the text 'IMPORTANT! Welcome' and a description. A 'Files' tab is also visible, showing '2 Files'. The interface includes a search bar at the top, a 'New conversation' button at the bottom, and a notification bell icon in the bottom right corner.

Menu

Tabs Posts Files +

Posts Files

2 Files

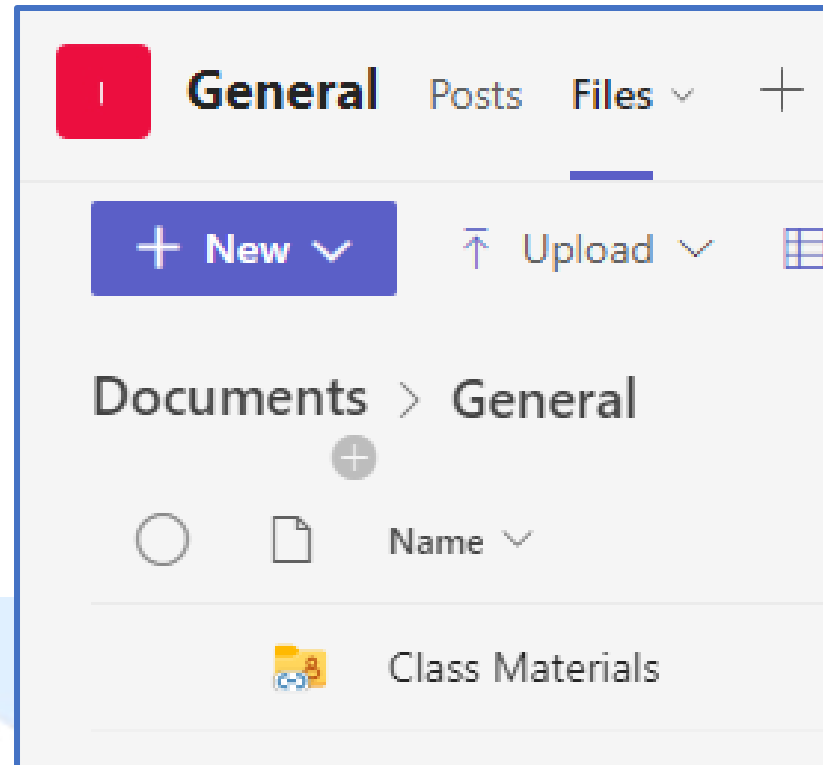
Miss Wilson 12:03  
**S1 Induction**  
IMPORTANT!  
Welcome  
ICT1B4MISSWILSON This is where teachers will post information or assignments for you to complete!

1 Posts



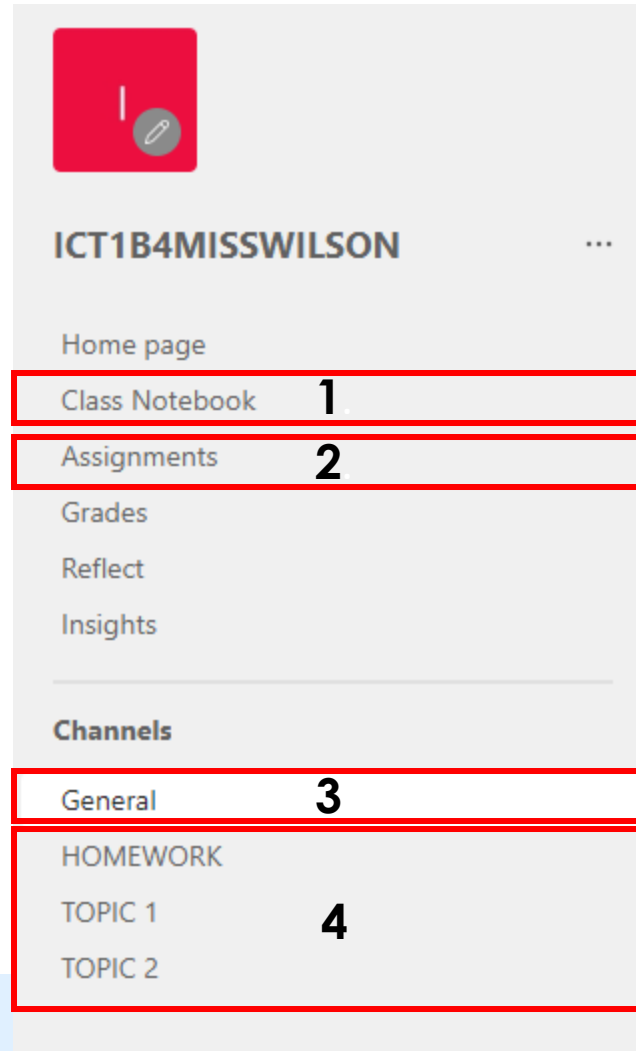
# FILES

- Resources for the class can be found in class materials



# MENU

1. Class Notebook
2. Assignments
3. General
4. Other Channels



ICT1B4MISSWILSON

Home page

Class Notebook **1**

Assignments **2**

Grades

Reflect

Insights

**Channels**

General **3**

HOMEWORK

TOPIC 1 **4**

TOPIC 2





# CLASS NOTEBOOK



Navigation

Class Notebook

File Home Insert Draw View Help Class Notebook Tell me what you want to do

Calibri Light 20 B I U A

ICT1B4MISSWILSON Notebook

- Welcome
- > \_Collaboration Space
- > \_Content Library
- > \_Teacher Only
- ▼ Niamh Perry
  - Class Notes
  - Homework

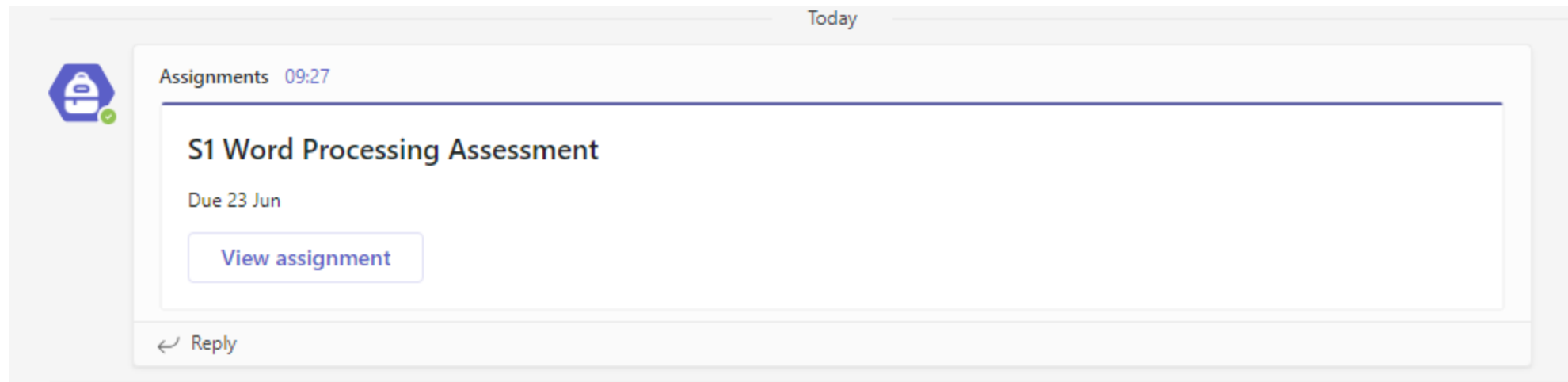
Untitled Page

Monday, April 18, 2022 12:29 PM

Pupil Name and Pages

# ASSIGNMENTS

- These will appear on the relevant channel but can also be accessed through your assignments tab



The screenshot shows a Microsoft Teams interface. At the top, it says "Today". Below that is a notification card for "Assignments 09:27". The card contains the following information:

- S1 Word Processing Assessment**
- Due 23 Jun
- [View assignment](#)

At the bottom of the card, there is a "Reply" button with a left-pointing arrow.

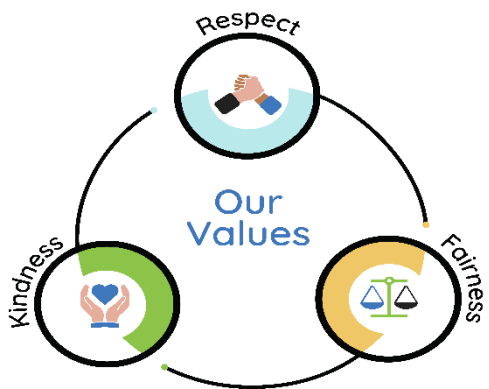




# Monifieth High School



## ETIQUETTE ON CLASS TEAMS



BRONZE – RIGHTS COMMITTED

# DO'S

- Check your teams regularly to ensure you've not missed a post or important information
- Show you have read a teacher post by liking it (thumbs up )



# DON'T

- The Class Team is not an online chat
- Please do not post GIF's or Memes on the Class Team page

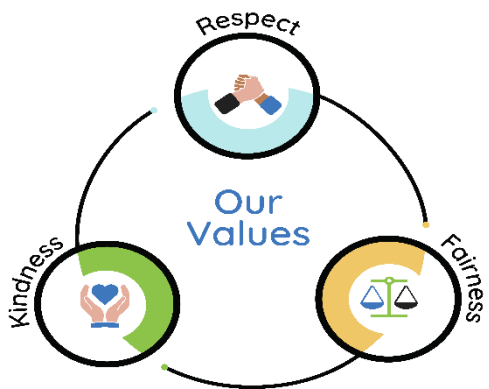




# Monifieth High School



## JOINING WHOLE SCHOOL CLASS TEAMS



BRONZE – RIGHTS COMMITTED

# S1 WHOLE SCHOOL TEAM CODE

ep0t6bm



Glow - Launch Pad x Microsoft Teams x +

teams.microsoft.com/\_#/school/teams-grid/General?ctx=teamsGrid

Glow - Sign In YouTube Place2Be > Groups BBC Sounds - Musi... R&D - Google Drive Videos - TeachCom... Instagram Gmail Maps T Shirt Printing Advertisement

Microsoft Teams Search

Activity Chat Teams Assignments Calendar Calls Files Apps

**Teams** Join or create team

Your teams

 ICT1B4MISSWILSON	 AH COMPUTING SCIENCE 2023-2024	 HIGHER COMPUTING SCIENCE 2023-2024	 NAT5COMPMISSWILSON20 23-2024	 S3 COMPSCI MISS WILSON 2023-2024	 COMP2D1MISSWILSON202 3/24
 COMP2P4MISSWILSON	COMP2D4MISSWILSON	 COMP2P3MISSWILSON	 S3 COMPUTING SCIENCE 2022-2023	 MHS TECHNOLOGIES FACULTY	 BUSINESS AND COMPUTING





# CALENDAR

The calendar app will display deadline dates and can be used to add reminders of homework

Use the date selector to navigate to a different week and add a new reminder

### Date Selector

The screenshot shows a calendar application interface. At the top, there is a 'Date Selector' section with a 'Today' button, navigation arrows, and a date range '26-30 June, 2023' which is highlighted with a blue box. Below this is a calendar grid for the week of June 26th to 27th, 2023. The grid shows the days of the week and the time slots from 9 AM to 15:00. A blue event bar labeled 'Technologies Meeting' is scheduled for Monday, June 26th, from approximately 12:30 to 1:30. A dashed blue box labeled 'WP Progress Check ICT1B4MISSWILSON' is visible at the bottom right of the grid. To the right of the calendar grid are three circular icons: the top one shows two hands shaking, the middle one shows a scale of justice, and the bottom one shows two hands holding a heart.



# EMAIL

Message   Insert   Format text   Options

↶   📁   📧   [ ]   [ ]   **B**   *I*   U   ~~S~~   ✎   A   Ab   ☰   ☰   ☰   ☰   ☰   ☰   ☰   ...

**Send**   From   l.wilson@angusschools.org.uk

To   Add the email of the contact or their name and select the correct recipient

Cc

Add a subject   Add a subject – state the purpose of the email

Type / to insert files and more   Type your email message

*Miss L Wilson, PT Technologies, Monifieth High School, Panmurefield Road, Monifieth, Angus, DD5 4QT. Telephone: 01382 768100*

Press when ready to send



Respect

Fairness

Kindness



We are preparing young people for success now and in the future by developing skills and values through inspiring learning and teaching in a nurturing and supportive environment.

