

Office 365 Teams Announcement

On April 6th, 2020, our Kindergarten class will begin using Microsoft Teams. This will be a great opportunity to see our kindergarten friends and engage in small lessons with a teacher. Your child will be put in a small group and expected to "join a call" every second day of the week. The first call will be on April 6th at 2:00 pm or 2:30 pm depending on the group your child is in.

How to Get on to Office 365 Teams - Step by Step

1. Turn on your electronic device.
2. Open Google Chrome internet explorer
3. Search Office 365
4. Click Log In
5. Use your student number with '@bsd.ca' at the end to log in a.
Example: 123456@bsd.ca
6. Use password: abcd1234
7. Click Teams
8. Click Home Room K-6 - Section 1107P
9. Click join now to join a video chat with your class or
10. You can call Ms. Kajati individually:
 - a. Click 'Calls' on the left-hand side of the screen
 - b. Click Contacts
 - c. Ms. Kajati should be a contact already, click her name
 - d. Click the video call symbol in the top righthand corner of the screen.
11. For convenience, Microsoft Teams can be added to the desktop or downloaded as an app.

I will send your child's student ID on Seesaw and the group time they will be in.

Please do not hesitate to contact me with any questions, comments or concerns.

Ms. Kajati