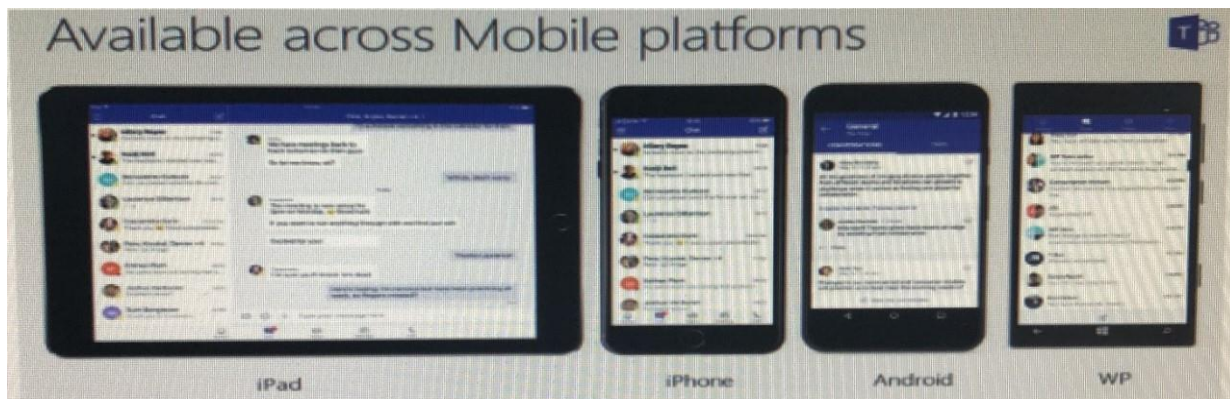


Student Log in: How to Get Started in Microsoft Teams

Students can access Microsoft Teams in a few different ways, through an app on their phones or through a web browser on their computer/laptop through the Office365 portal.

Using the App

- Students can download and install the MS Teams App from the Apple App Store or the Google Play Store.
- Once installed, students should log in using their existing school email and password.
 1. Username: ID#@yonkerspublicschools.org
 2. Password: Date of Birth – Example 01012008 if your birthday is January 1, 2008



- **Inside the app, you will see a menu bar on the bottom:**
 1. **Activity:** shows all chat activity and assignment activity for all teams
 2. **Chat:** allows you to chat with your teachers
 - A. Use @teachername to contact your teacher(s)
 3. **Teams:** shows you all of your Teams (classes)
 4. **Assignments:** lists all assignments for all teams
 - A. The list is in chronological order by due date.
 5. **Calendar:** lists all assignments and school activities