



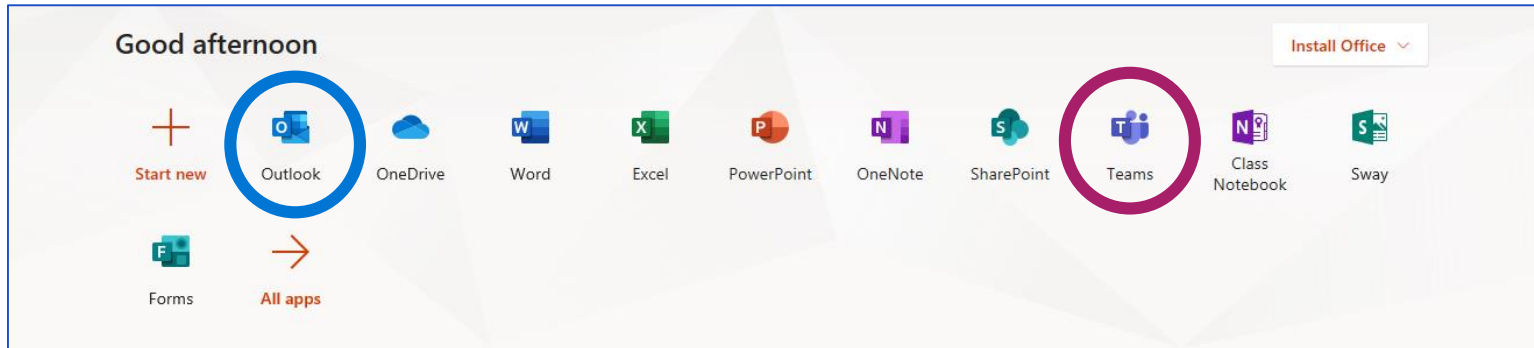
MICROSOFT TEAMS

Accessing Teams out of School

Accessing Teams from your Browser

- Open up your internet browser (Google Chrome, Microsoft Edge, Safari, etc.)
- Go to office365.edin.org
- Enter your username
- Enter your password
- Select Teams from the options available

The one you use to log in to the computers in BIT

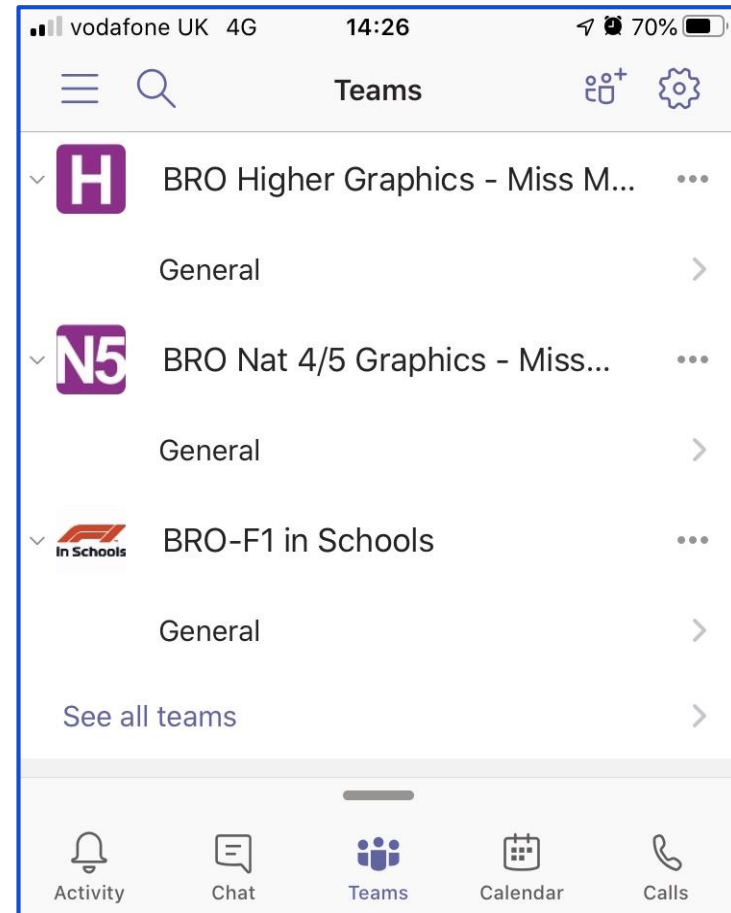


Accessing Teams from the app

1. Download the Teams app
(iOS App Store or Android Play Store)
2. Enter your school email address

loginnumber
@ea.edin.sch.uk

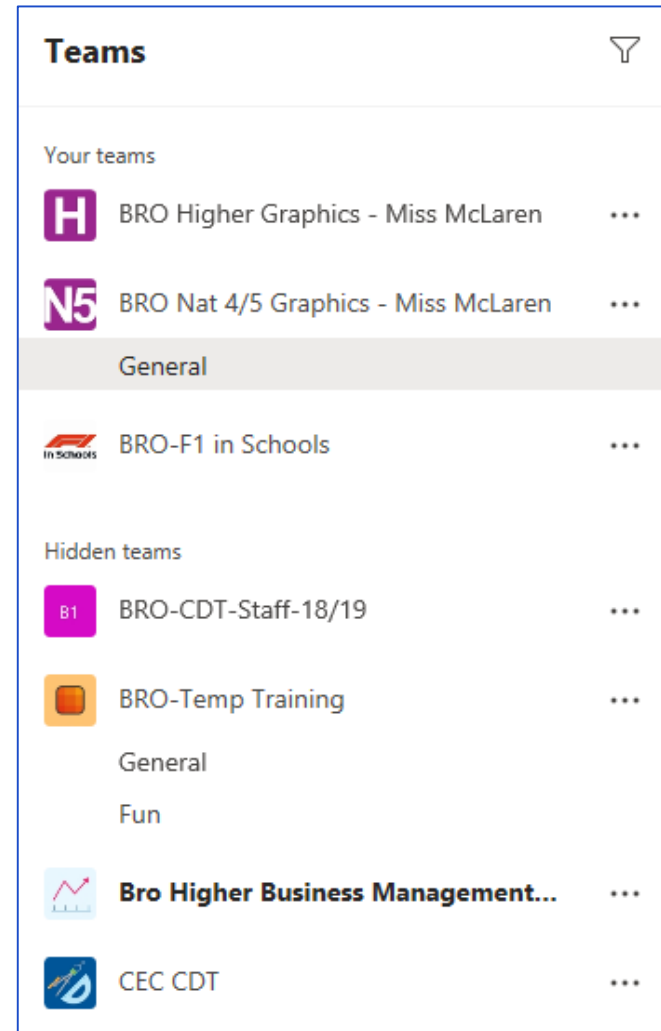
3. Enter your password



Using Teams

Once you have logged in to teams, you will be able to see all of the different “teams” you’ve been added to.

Your teachers might have set them up for different subjects, or you might see ones for your whole year group

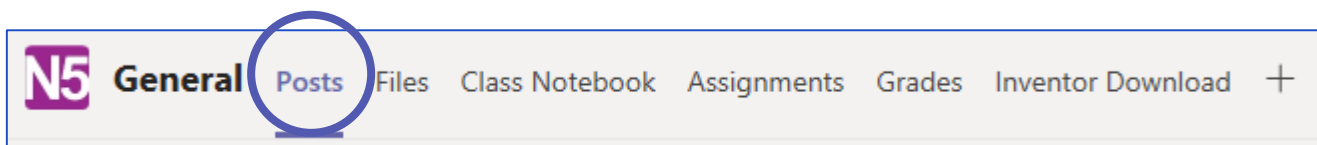
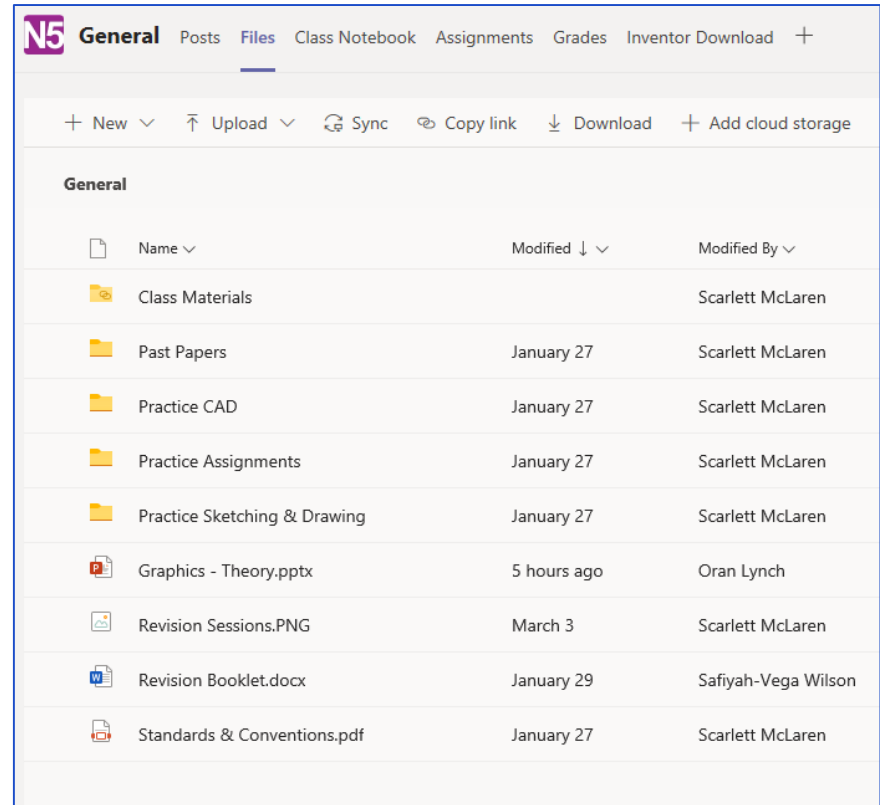


Using Teams

Select the team you want to view

Within the team, there is an area where you can type messages to your teacher, and they will be able to reply

There is also a FILES section where you can access any resources your teacher wants you to use





QUESTIONS