



# Accessing Remote Lessons

## Guide for Students



## Accessing remote lessons through Synergy

CLASS WORK - THIS WEEK (14 SEP - 20 SEP) PREVIOUS WEEK CURRENT WEEK NEXT WEEK

CLASS WORK | HOMEWORK | STATUS & ASSESSMENT

Unread alerts or communication are displayed in red.

<b>Art</b> 9PC2/Ad Mr Moran No alerts.	<b>Computer Science</b> 9PO1/Cp Mrs Lappin No alerts.	<b>Design Technology</b> 9PC2/Dt Mr Burns No alerts.	<b>Drama</b> 9PO1/Dr Miss Batchelor No alerts.	<b>English</b> 9PE2/En Miss Rooney, Mrs Barlow Class Work <span>Tue*</span>
<b>Geography</b> 9PB2/Cg Mr Perritt, Mrs Blackwell No alerts.	<b>History</b> 9PB2/Hi Mrs Callander Class Work <span>Tue*</span>	<b>Languages</b> 9PB2/I Miss Bazley-Harrison, Miss Robins No alerts.	<b>Maths</b> 9PM1/Ma Miss McDonald Class Work <span>Tue*</span>	<b>Music</b> 9PO1/Mu Miss Wood
<b>P.E.</b> 9PP2/Pe Mrs Graham Class Work <span>Thu*</span>	<b>Science</b> 9PS1/Sb Dr Briers, Mrs Graney, Mrs Mad... Class Work <span>Tue*</span>			

- 1) Sign into School Synergy and go to your Class Work page.
- 2) Click on the relevant lesson/activity.

- 3) You will see a link to your lesson displayed in the lesson post. Click on this link at the scheduled start time.

14/9 (MON 1 P4) TOPIC: DEMONSTRATION LESSON EDIT NEW POST LINK TUTORIAL

Recommended: View the help videos on the Synergy Academy. Click Main Menu > Training Academy.

**STUDENT** | **TEACHER**

Drag and drop a file here to create a new post

↓ REMOTE LESSON EDIT

Click on the link below to join the lesson at 9.10am

**Join conversation**  
<https://teams.microsoft.com/l...>

**Discussion:** Disabled



## Signing into Teams

The screenshot shows the Microsoft Teams launcher page in a browser. A modal dialog titled "Open Microsoft Teams?" is displayed, asking for permission to open the application. Below the dialog, the main page asks "How do you want to join your Teams meeting?" and offers three options: "Download the Windows app", "Continue on this browser", and "Open your Teams app".

4) The link will direct you to Microsoft Teams. You can choose different ways to open Teams.

If you don't have the app installed, you might be asked to do this. You should do this at a suitable time.

You can join the meeting using your web browser by clicking on 'Continue on this browser'.

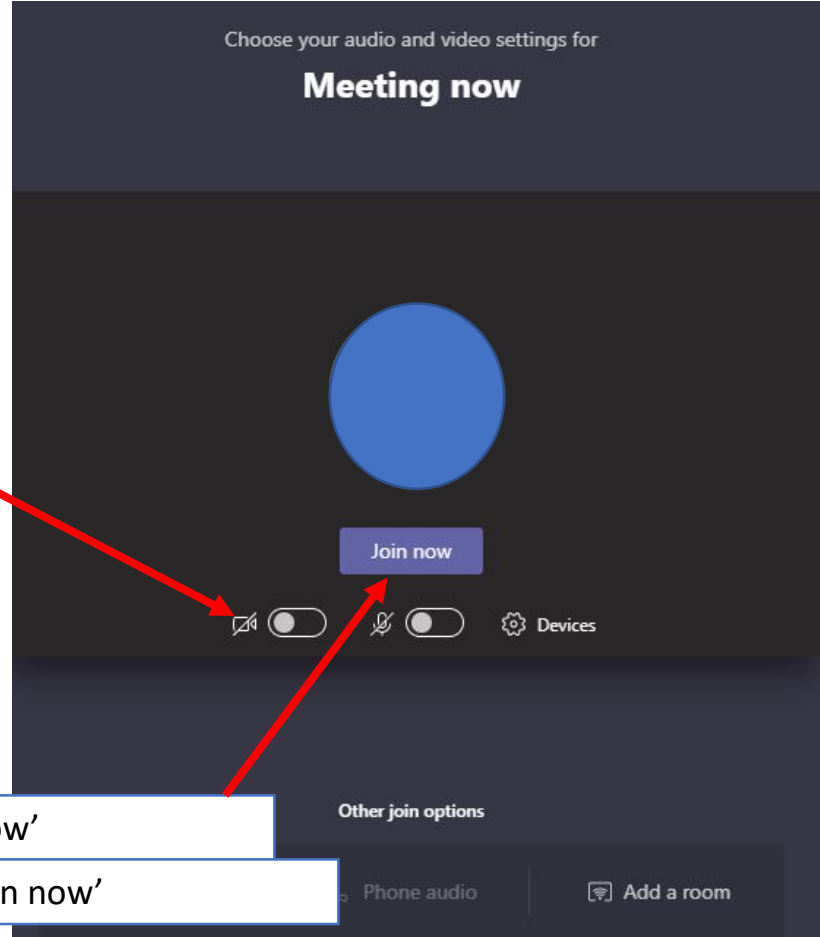
If you have installed the Teams app, click on 'Open Microsoft Teams'.

You might be asked log in. You should **use your school username and password** to do this.



## Join the Lesson

5) Turn off your camera and microphone before you join the lesson.



6) Click on 'Join now'

6) Click on 'Join now'

## During the lesson

Keep your camera off at all times.  
Keep your microphone muted unless told otherwise by your teacher.



Use the 'Raise Hand' icon to if you want to ask a question or respond to the teacher.

You should not use the 'Chat'. This will be monitored by the teacher.



## Our Expectations

- We expect the same high standards of behaviour in remote lessons as we would in school.
- You are expected to attend all remote lessons. A register will be taken.
- **Do not turn on your camera or microphone unless asked to do so.**
- Use the 'raise hand' button to ask for help if needed.
- Your teacher may ask you to respond to questions: speak clearly and try to get involved!
- You can contact your teacher using Synergy if you have any issues.