

Junior School Remote Learning

Term 2

FROG LOG-IN

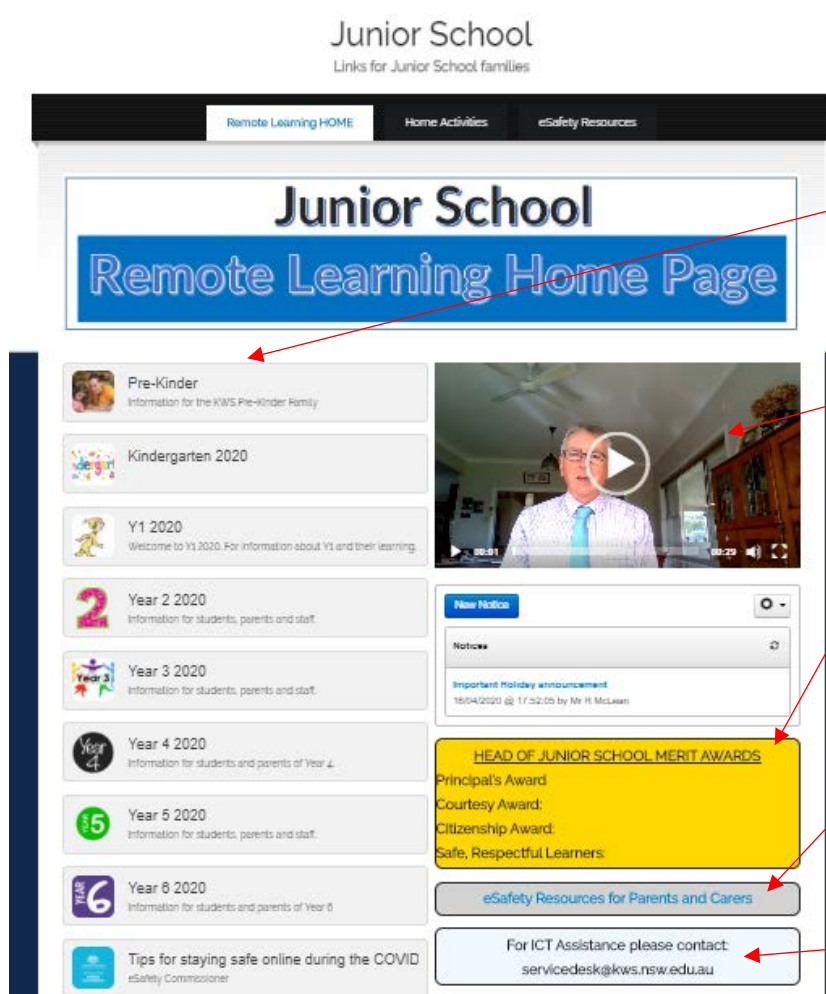
The standard structure for Frog log-ins is the year the student will graduate, the surname and first initial. For Jill Smith in Year 4 in 2020, it would be **28smithj**. Password is usually the student's initials, but some may be different, especially newer students.

ACCESSING REMOTE LEARNING

Students and parents will access Remote Learning activities through the [Junior School site](#) on their respective dashboard.



JUNIOR SCHOOL SITE



The Remote Learning Home Page on this site has been organised with the [Year sites](#) near the top.

Mr McLean's [video message](#) and [Noticeboard](#) are now on this page.

[Weekly Merit Awards](#) from the Head of Junior School will be published here, like in Weekly Assembly.

There is a link to [eSafety Resources](#) for parents and carers.

The contact details for the [ICT Service Desk](#) are included here.

Click on the desired [Year group](#). You will be sent straight to the [Remote Learning Home Page](#).

This means students will be able to access their Remote Learning activities in two clicks.

YEAR SITES – REMOTE LEARNING HOME PAGE

The screenshot shows the 'Remote Learning Home Page' with the following components:

- DAILY MESSAGE:** Includes a video player and a 'Year 4 Roll' section with the text 'Sign in when you come on-line once every yday'.
- NOTICEBOARD:** A section for notices, currently showing 'No notices to show'.
- FORUM:** Titled 'QUESTIONS FOR TEACHERS TO ANSWER', it includes a 'New Topic' button and a table with columns for 'Topics', 'Replies', and 'Last Activity'. It currently shows 'No content to show'.
- WEEKLY OVERVIEW:** A central section displaying a calendar and a 'YEAR 4 REMOTE LEARNING PROGRAM' with detailed weekly activities.
- LINKS TO RESOURCES:** A vertical list of links including 'Year 4 MS Team', 'OUT OF THE BOX' (with a video tour), 'Studyladder', 'Mathletics', 'iMaths', 'EdAlive Central', 'Learning Support - Junior', 'WHAT CAN I DO NOW?', 'For ICT assistance please email servicedesk@kws.nsw.edu.au', 'SHARED FOLDERS', and 'File Drop'.
- CLASS MERIT AWARDS:** A section listing 'Mathletics', 'Bronze', 'Silver', 'Gold', and 'SRL Merits'.

The **Remote Learning Home** page is essentially unchanged from last term.

Teachers will post a **Daily Message** to the students.

Teachers will put important announcements on the **Noticeboard**.

Please ensure that you sign into the **Roll** once each day.

The **Forum** will be monitored by staff to answer questions from students.

A **Weekly Overview** will be posted. It is a good idea to print this document so that students can see assigned tasks without having to be online.

A new feature this term is the **Class Merit Awards** box. Teachers will acknowledge the efforts and achievements of students each week in this section.

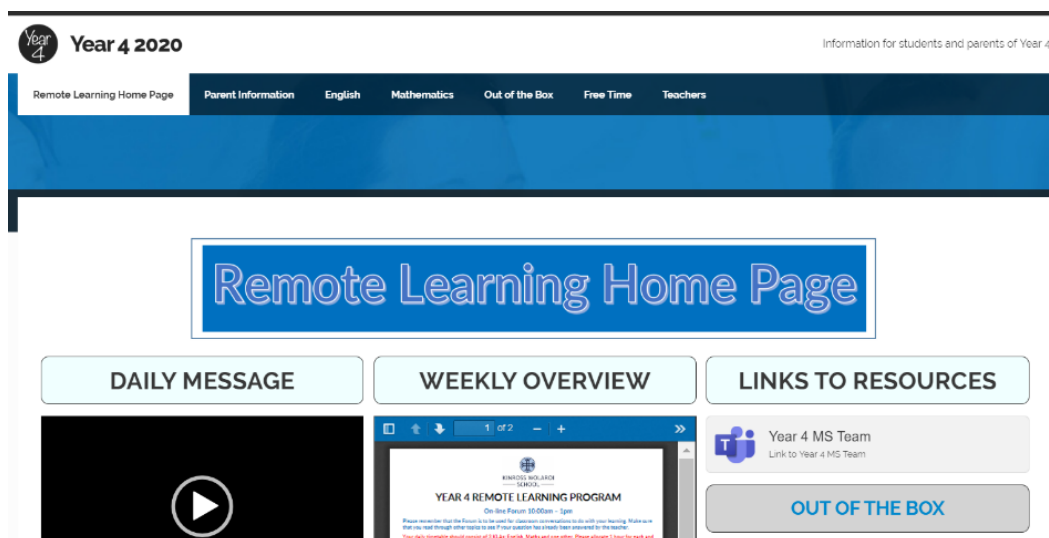
The **Links to Resources** will contain links needed by students in a particular grade.

The first link is to the **Year Group MS Team**. This can be opened with the MS Teams app through another window in the browser. More details are on pages 4 and 5.

The second link is to the **Out of the Box** activities that specialists will be running in the afternoon session. More details on page 3.

The **Shared Folder** link will send you to the shared folder for your Year group, which will be organised according to the needs of each grade.

The tabs across the top of the sites have been minimised to only what will be needed for students this term. Each site will have the [Remote Learning Home Page](#), [English](#), [Mathematics](#) and [Out of the Box](#). There may be some other tabs in each Year site, depending on what is needed by the teachers.



OUT OF THE BOX



The [Out of the Box](#) activities in the afternoon session of learning will have its own page.

There will be a [Teacher Video](#) from one of the specialists responsible for the grade.

There will be [Merit Awards](#) for work in these cross-curricular assignments.

There will be [Photos](#) of completed work on display.

The [Pick a Box](#) matrix contains the activities that students can select from.

Teachers will include [Links](#) to relevant resources for the activities.

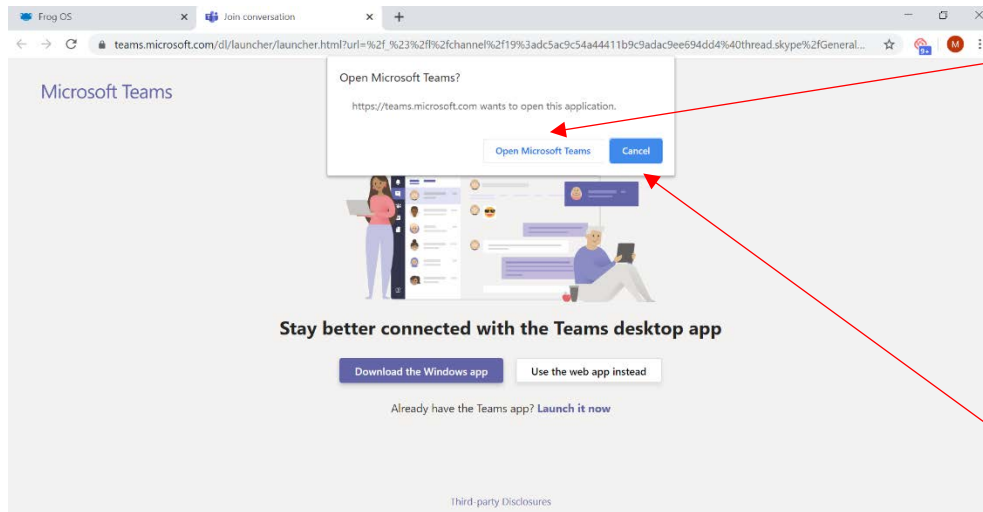
There is a [Forum](#) on this page for questions relating to the Out of the Box activities which will be monitored by the specialist teachers on each grade.

MS TEAMS LINK

When you click on the MS Teams link you will be sent to another window in your browser.

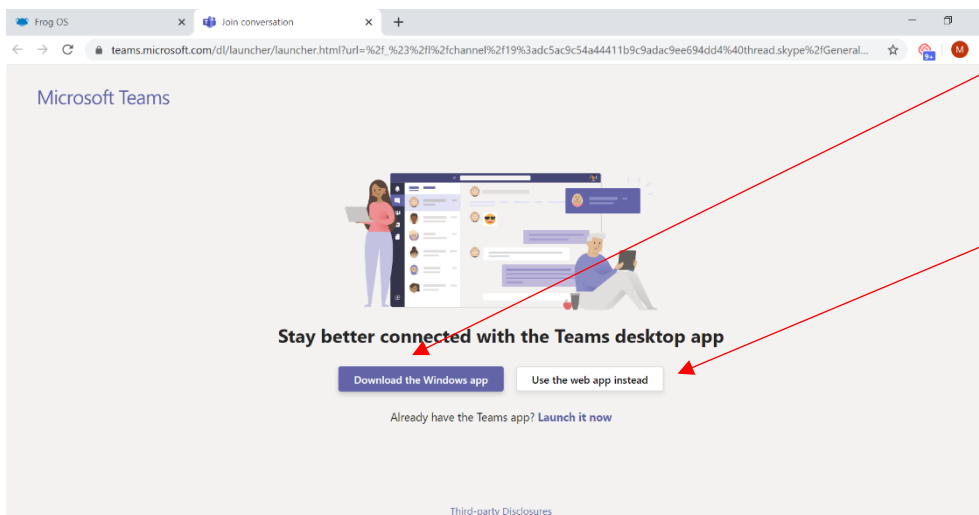
You may be asked to login to Office365. The login to Office 365 is the school's organisational address and the school password. For Jill Smith in Year 4 now, it would be 28smithj@kws.nsw.edu.au

If students are using an iPad, it is recommended that you download the free MS Teams app, as it will make access and using the features, such as video calls and files, much easier.



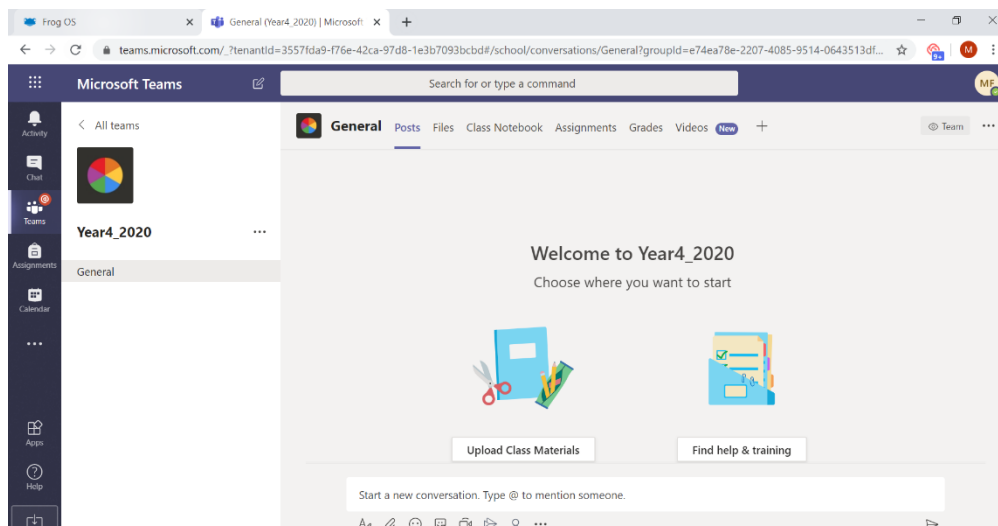
If you have the MS Teams app on your device, you could select **Open Microsoft Teams**. Parents, please note that if you are using MS Teams for work on that device, you will need to ensure that you sign yourself out so that your child can log in.

If you are going to use MS Teams in the browser, click on **Cancel**.



You have the option to **Download** that app if you choose.

Otherwise, click on **Use the web app instead** to use MS Teams in the browser.



This is the **Posts** page of your Year Group's MS Team.

Students can access the **Files** in the Shared Folder through here, **Videos** that have been posted or linked via Frog, and video **Calls** will come through this site.

More information about the features of MS Teams will be available to parents later.

A **Quick Start Guide** is below

Microsoft Teams



Quick Start Guide

New to Microsoft Teams? Use this guide to learn the basics.

Move around Teams
Use these buttons to switch between Activity Feed, Chat, your Teams, Calendar & Files.

View and organize teams
Click to see your teams. In the teams list, drag a team name to reorder it.

Find personal apps
Click to find and manage your personal apps.

Add apps
Launch Apps to browse or search apps you can add to Teams.

Every team has channels
Click one to see the files and conversations about that topic, department, or project.

Start a new chat
Launch a one-on-one or small group conversation.

Add tabs
Highlight apps, services, and files at the top of a channel.

Use the command box
Search for specific items or people, take quick actions, and launch apps.

Manage profile settings
Change app settings, change your pic, or download the mobile app.

Manage your team
Add or remove members, create a new channel, or get a link to the team.

Join or create a team
Find the team you're looking for, join with a code, or make one of your own.

Add files
Let people view a file or work on it together.

Reply
Your message is attached to a specific conversation.

Compose a message
Type and format it here. Add a file, emoji, GIF, or sticker to live it up!

For ICT assistance please email
servicedesk@kws.nsw.edu.au