

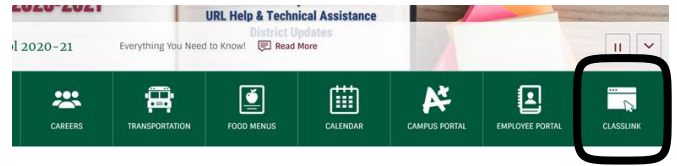


Accessing Microsoft Teams



Follow these steps to help your student access their classroom on Teams:

1 Open Google Chrome on a laptop or desktop computer, Navigate to fultonschools.org



2 Select 'Class Link'

3 Or Open ClassLink App from a student issued device



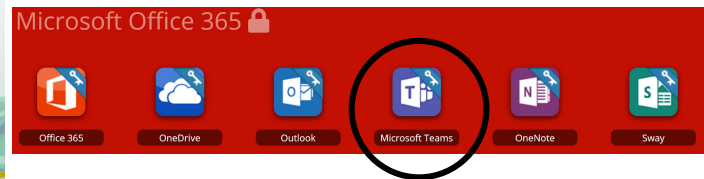
4 Students will sign in using: Username - **student ID** (lunch number) Password - **birthday** (mmddyyyy)



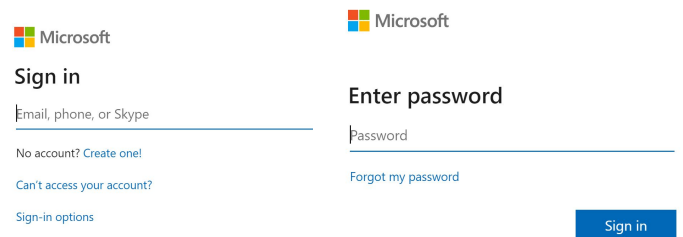
5 Open Microsoft Office 365



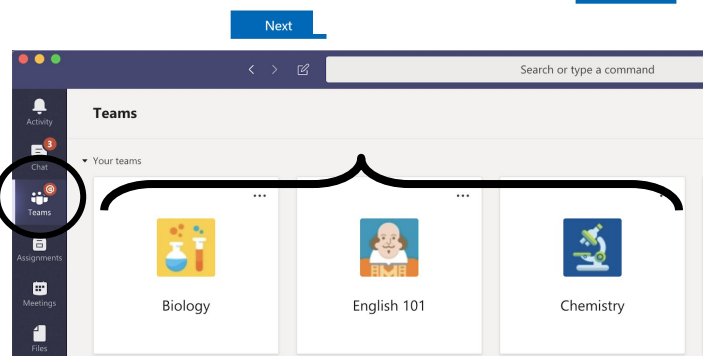
6 Click the Teams icon



7 ...IF PROMPTED...to sign again...
Email - **2000_...@fcstu.org**
Password - **birthday** (mmddyyyy)



8 Locate the Team for your class



9 Follow your teacher's instructions for completing an Assignment