

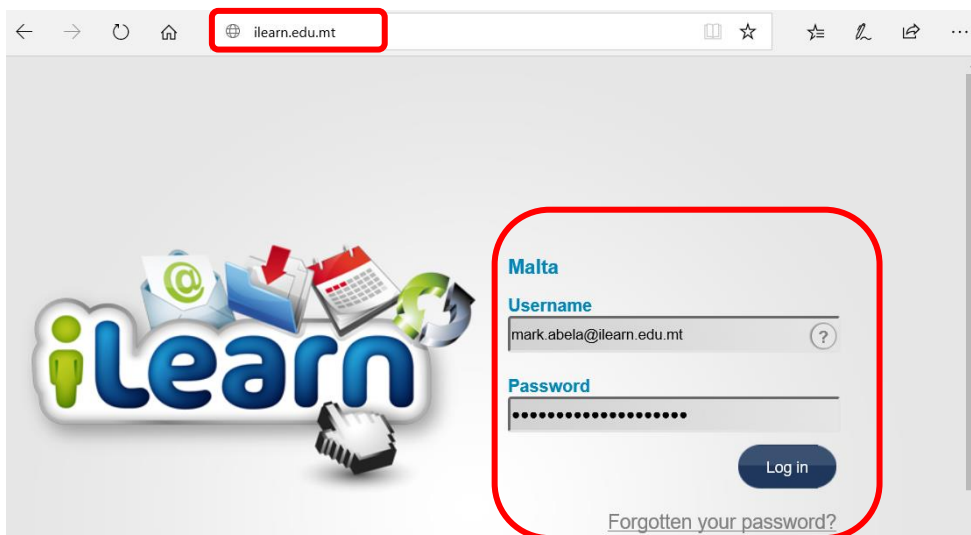
Microsoft Teams for Online Communication

Microsoft Teams is an online platform that allows students to join an online classroom called a Team. Teams enable students to read teacher posts, access shared documents and submit assignments through an online environment.

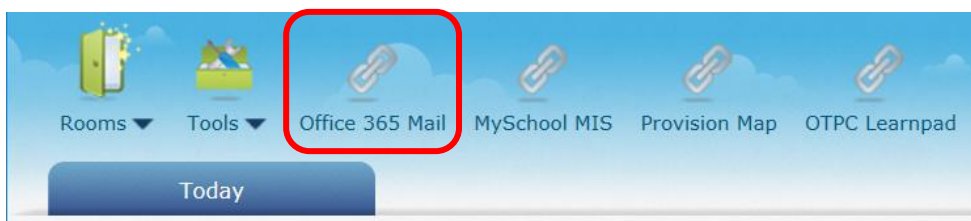
Accessing Microsoft Teams

Before you can access Teams you need to make sure that you know your iLearn email and password. Please contact your school if you do not know your login details. Follow these steps to access Microsoft Teams:

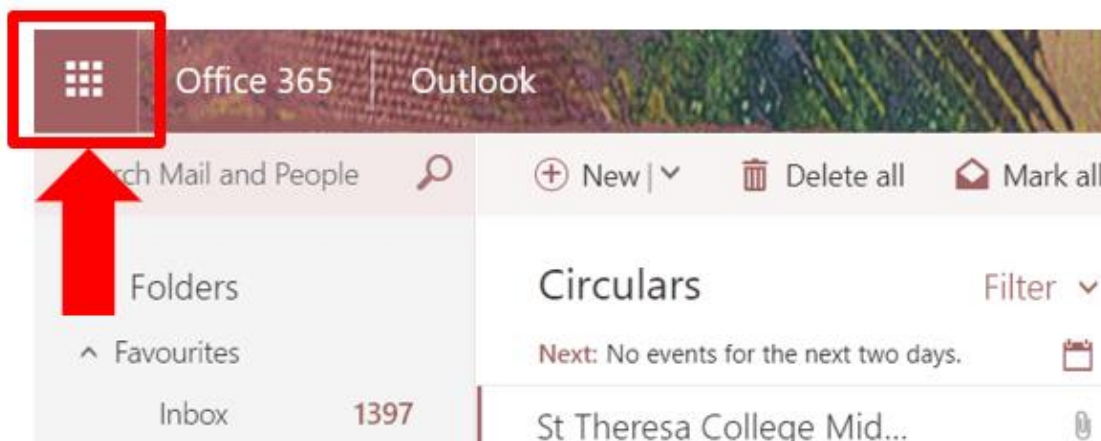
1. Open your web browser and log in to **ilearn.edu.mt**
2. Enter your iLearn **Username** and **Password** and click **Log in**.



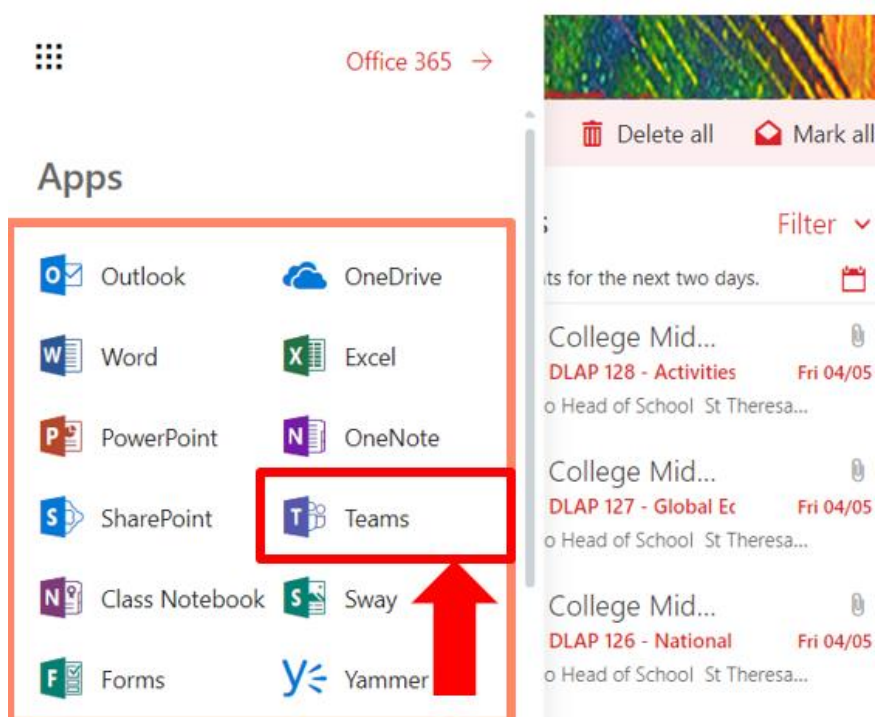
3. Click on **Office 365 Mail**.



3. Click on the **Apps** Icon.



4. From the menu click on the **Teams** icon.



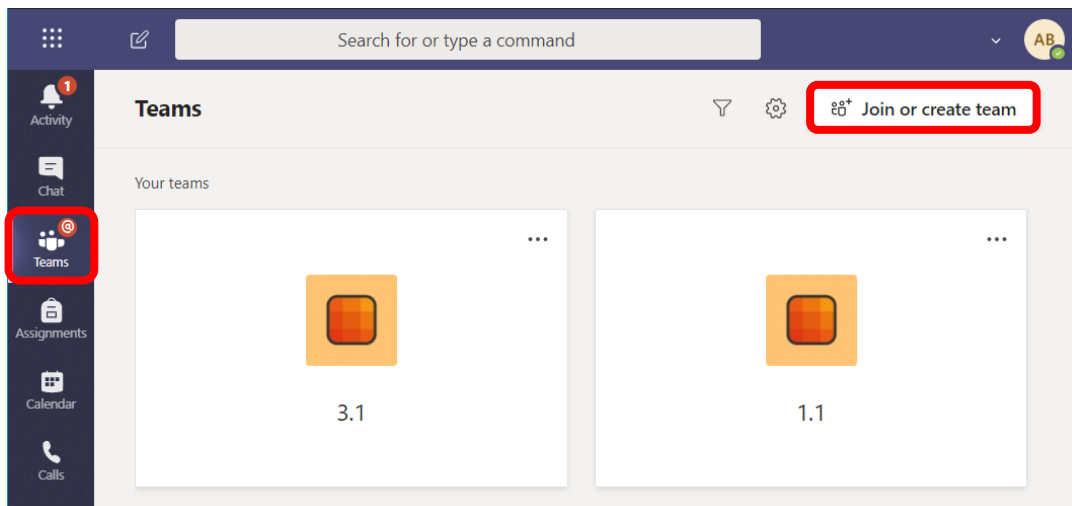
Teams on Your Mobile Devices

You can install Microsoft Teams on your Apple or Android mobile device. Just visit the Apple App store or Google Play Store and download the Microsoft Teams app on your device. Remember to Sign in using your iLearn username and password and use a Work or School Account.

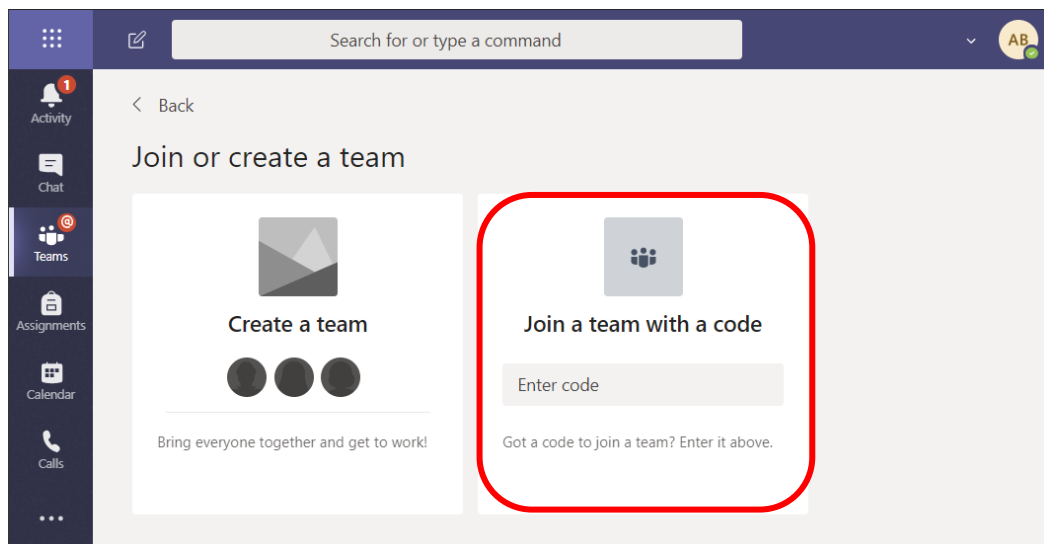
Joining a Team

Teachers who are using Microsoft Teams will invite you join their Team by giving you a special team code. Once you know the team code you can follow these steps to join the teacher's Team:

1. Click on the **Teams** icon.
2. Click on **Join or create a team**.



3. Enter the code under Join a team with a code.



4. Click on **Join Team**.

From now on you will be a member of the Team. You will be able to access the Teacher's Team at any time by clicking on the Teams icon.