

Lesson schedule

You will follow your normal school timetable whilst you are working from home. Attendance registers will be taken in the lesson.

Teams – How to Login

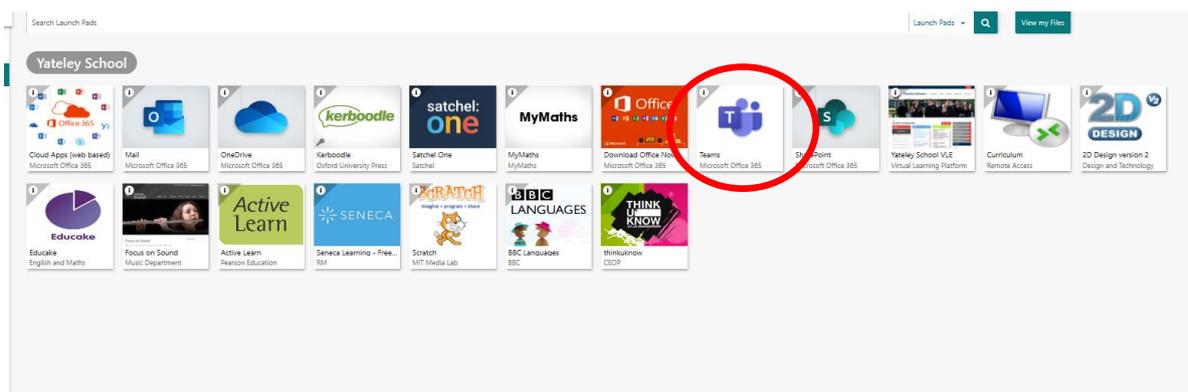
Go to the school VLE and log into RM unify or use this website <https://yateley.rmunify.com/>



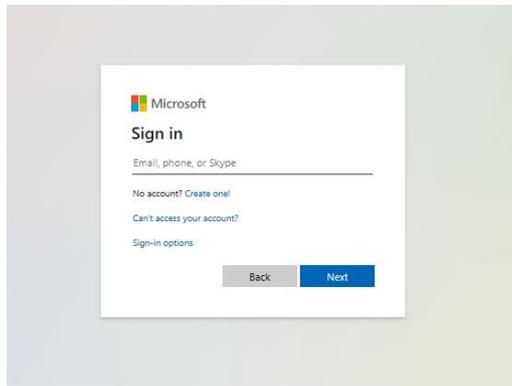
Log in using your 5 digit school login and your password

A screenshot of the RM Unity sign-in page. It features a 'Sign in' heading with a Teams icon. Below is a form with 'Username or Email Address (required)' containing '20999' and '@yateley', and 'Password (required)' with a masked password field. There is a 'Remember me' checkbox and a 'Sign in' button. A 'Sign in from my network' button is also present. A link 'Find out about RM Unity' is at the bottom.

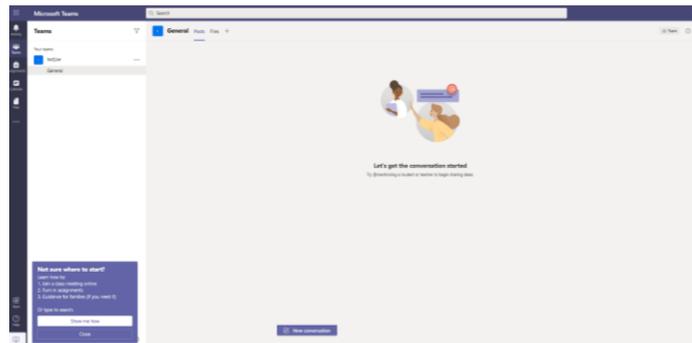
Click on the teams icon



You may need to login again using your school email ie peter.parker@yateley.hants.sch.uk



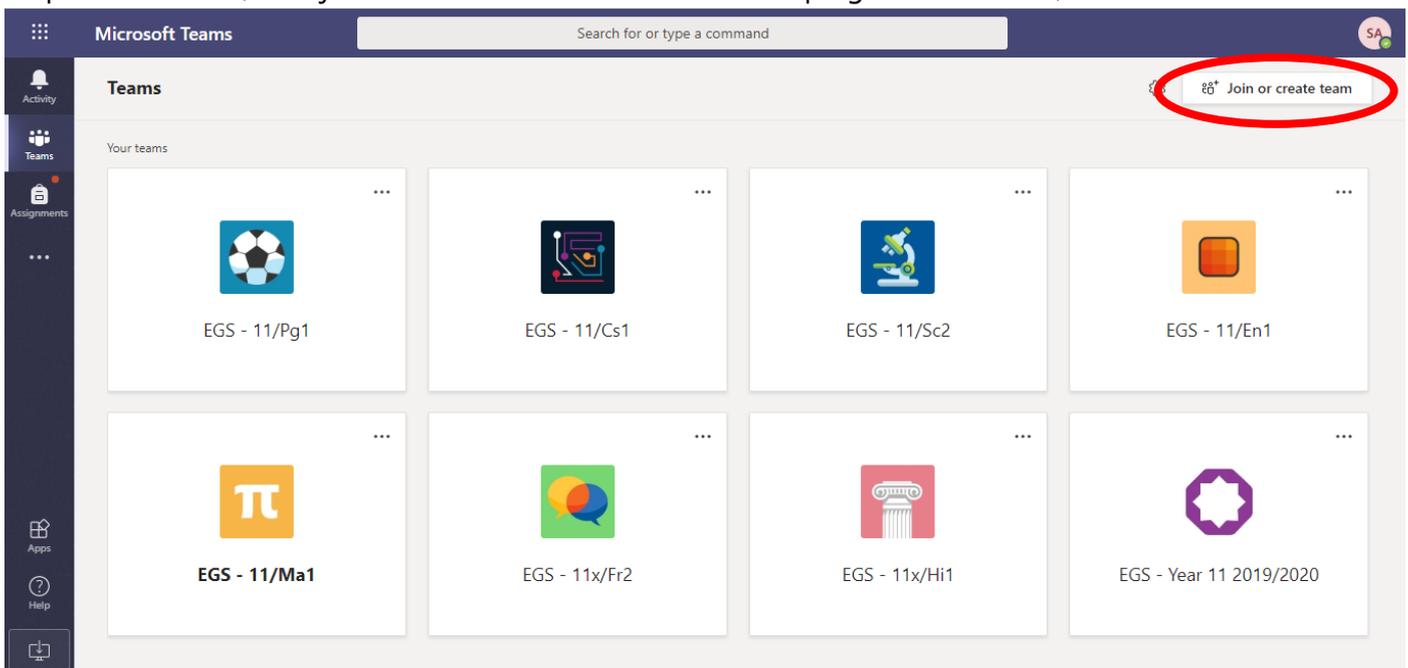
This screen will then appear



Teams – My teacher has given me a code to join a class

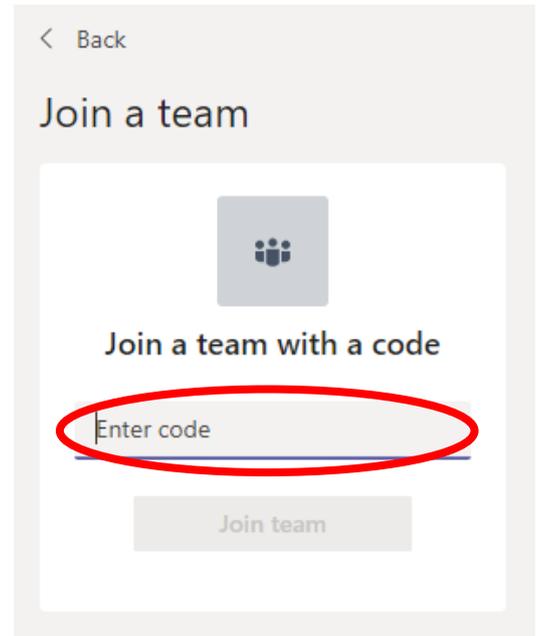
Your teacher will have given you a 7-character code, made up of letters and numbers – the letters are all lower case.

To put in the code, click join or create a team button in the top right hand corner, circled in red.

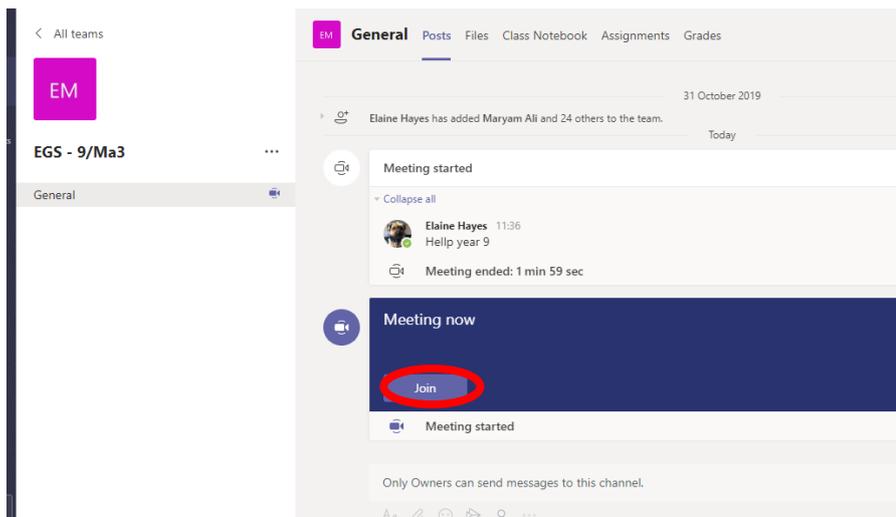


Once you click the button, this menu appears.

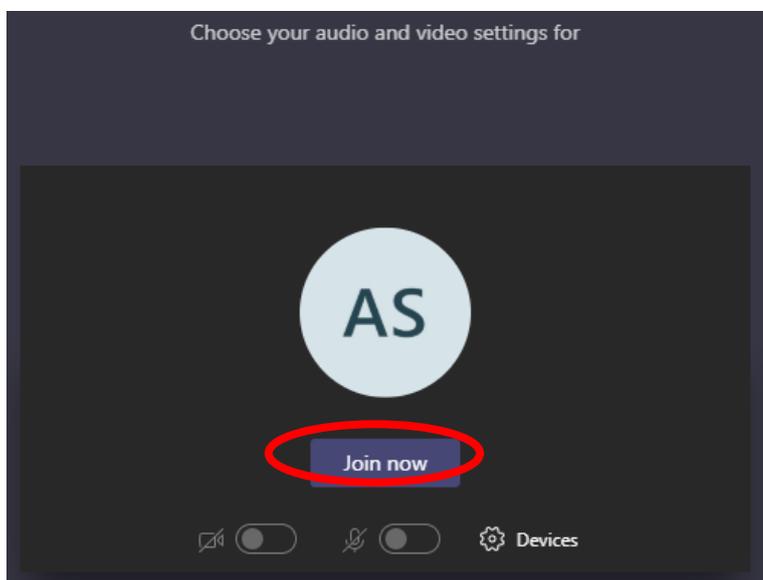
Put the code in that your teacher has given you and click the join team button circled. Be careful when inputting your team code, all the letters are lower case



Teams – Joining a Virtual Classroom – Student



If your teacher has started a virtual classroom, you will see a blue notification in your Team. Your teacher will have told you what time your lesson starts, and you can join at any time by clicking the join button circled in red.



The red circle is the camera function. Make sure that it is off. Please enter the lesson with your microphone and video off, the teacher may ask students to turn their microphone on when answering questions. Chat may be enabled in some lessons so you can ask a question of your teacher using the chat function. All questions are kept in the Team after the lesson is over.

The lesson is recorded and a register is taken of the students attending the lesson.