**Smartphones and tablets: download the free Microsoft Teams app**

| **Android devices** | **iOS devices (iPhones, iPods, and iPads)** |
| --- | --- |
| Open the Play Store app  Search for ‘Microsoft Teams’  Tap ‘Microsoft Teams’  Tap ‘Install’ | Open the App Store app  Search for ‘Microsoft Teams’  Tap ‘Microsoft Teams’  Tap ‘Get’ |

Once the app has downloaded, open it.

Then, your child needs to:

Log in to their Office 365 account

Tap the ‘Teams’ icon

Tap ‘Join or create a team’ then ‘Join a team with a code’

Enter the code that their teacher has provided, then tap ‘Join’

**Computers and laptops: download Microsoft Teams**

Your child needs to:

Go to [www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app](../../../../../My%20Drive/covid/www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app)

Click ‘Download Teams’

Once it’s downloaded, click on the installer to run the app

Log in to their Office 365 account

Click ‘Teams’ on the left-hand side of the app

Click ‘Join or create a team’, then ‘Join a team with a code’

Enter the code that the teacher provided, and click ‘Join’