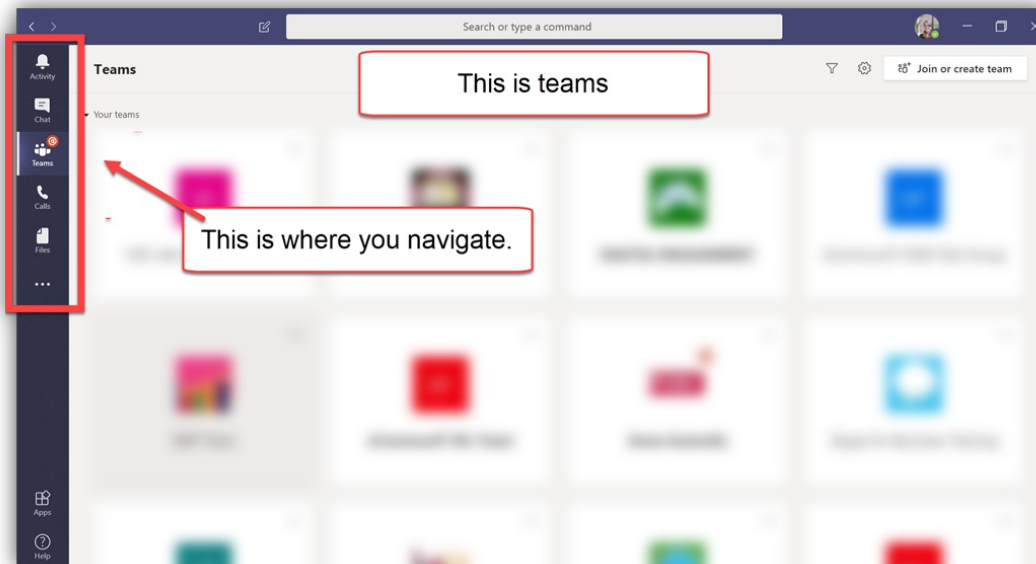


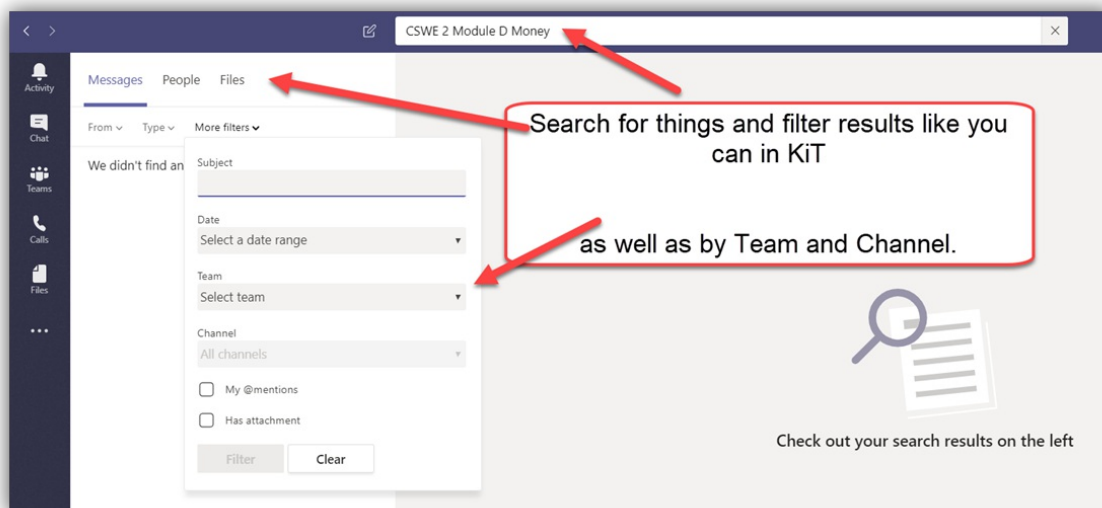
This is Teams

Last Modified on 15/10/2020 8:30 am AEDT

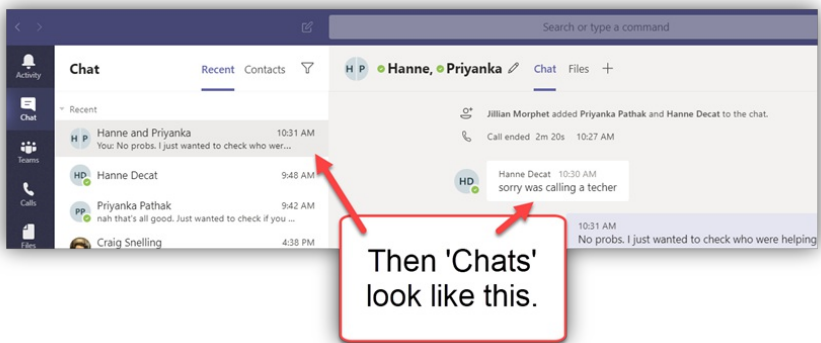
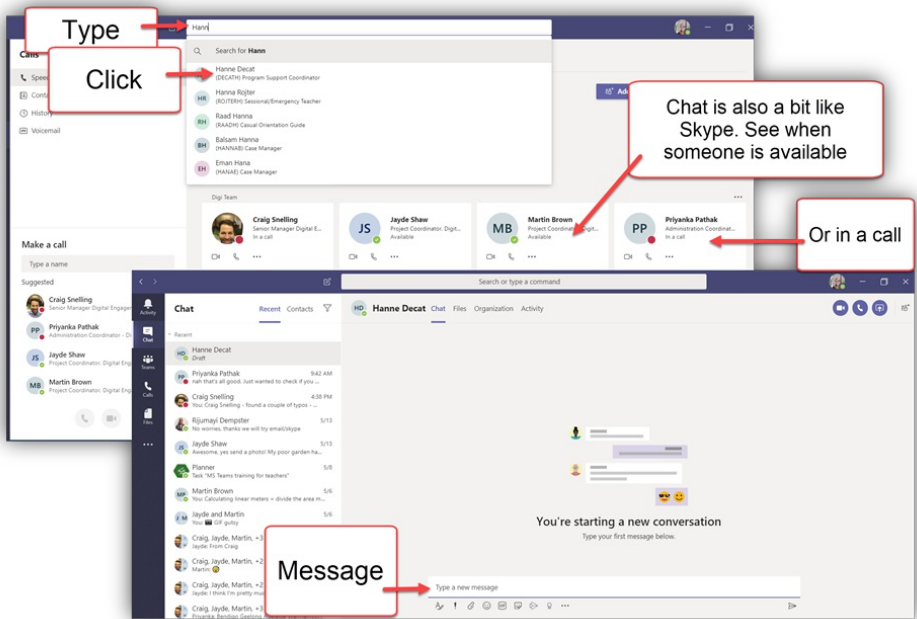
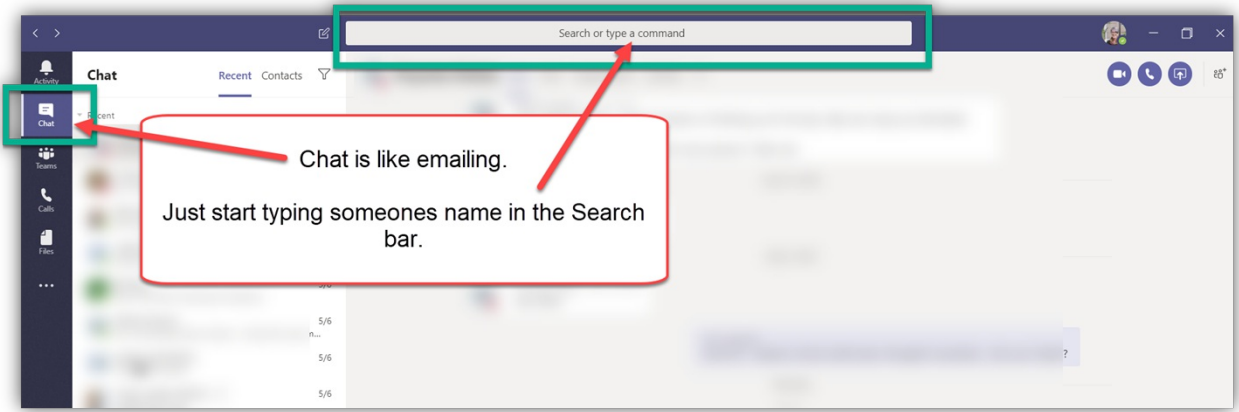
This is Teams



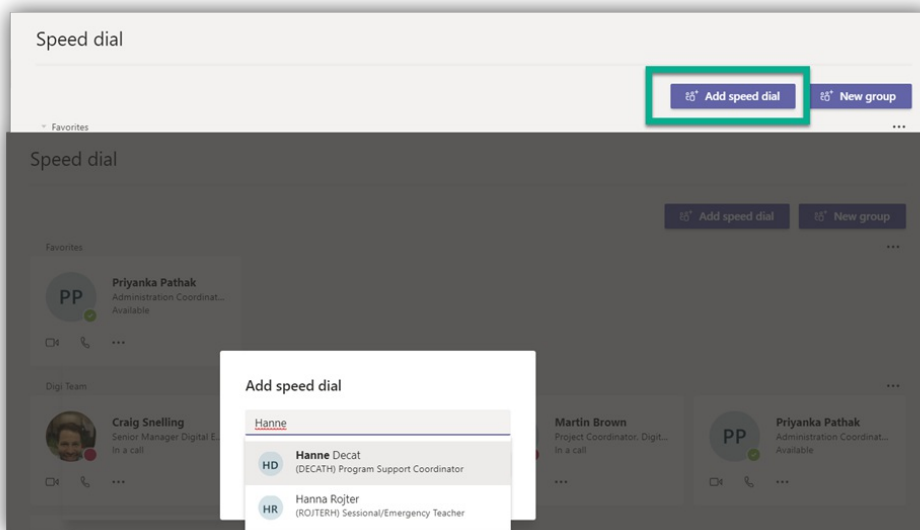
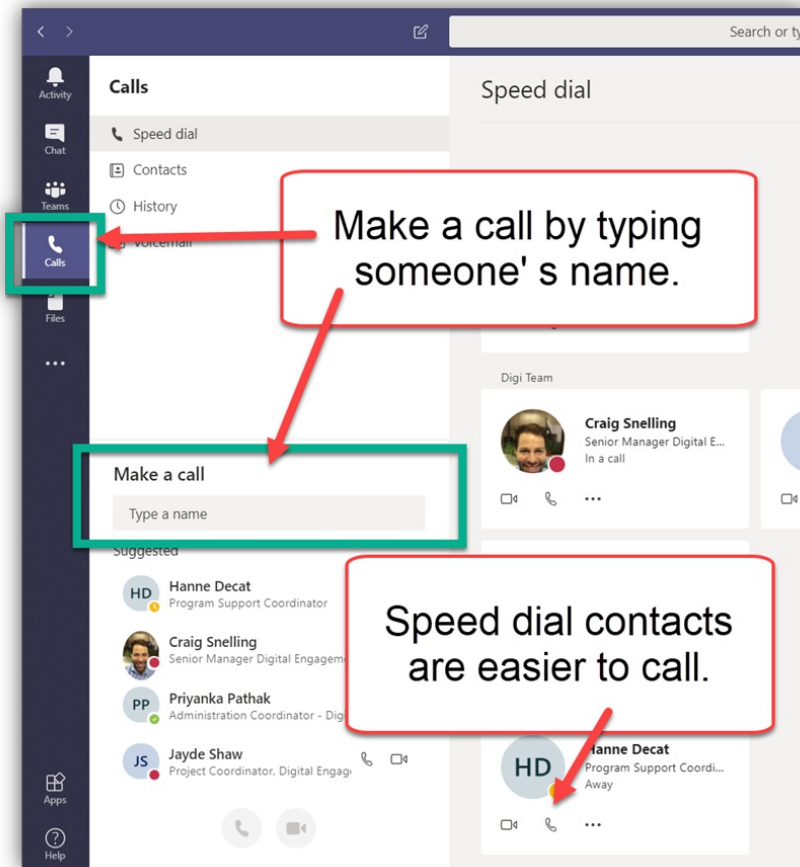
Searching



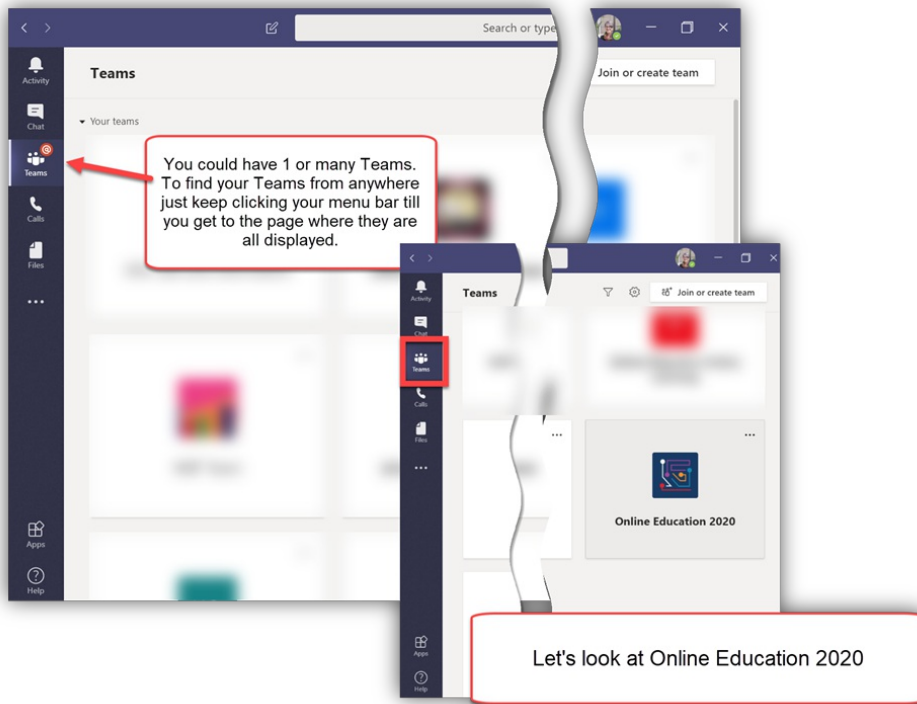
Email through Teams is called a 'Chat'



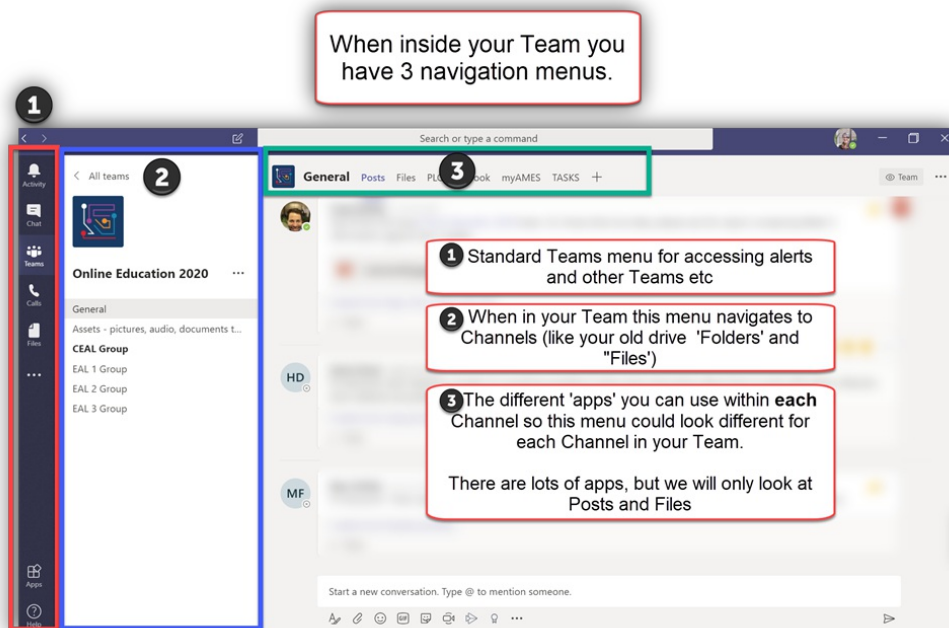
'Calls' is like Skype



Where are all my 'Teams' for managing and sharing files, posts and to collaborate

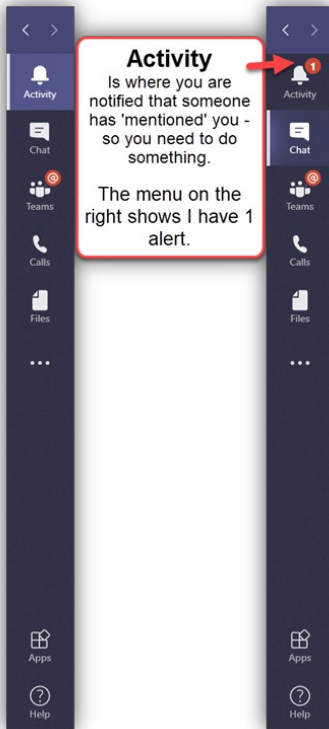


3 points of navigation in a Team



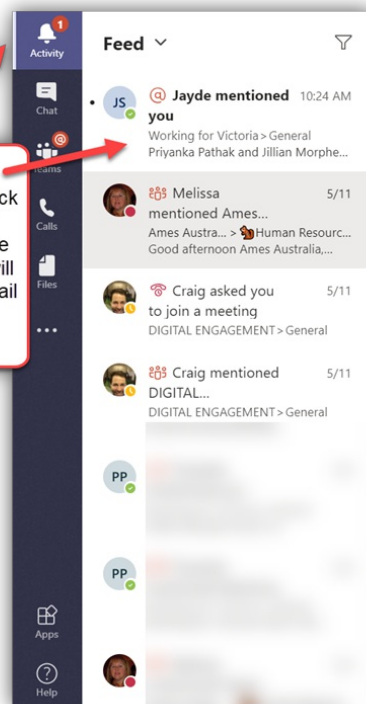
Alerts - Activity

And I can see I have an alert in my Taskbar at the bottom of my screen.

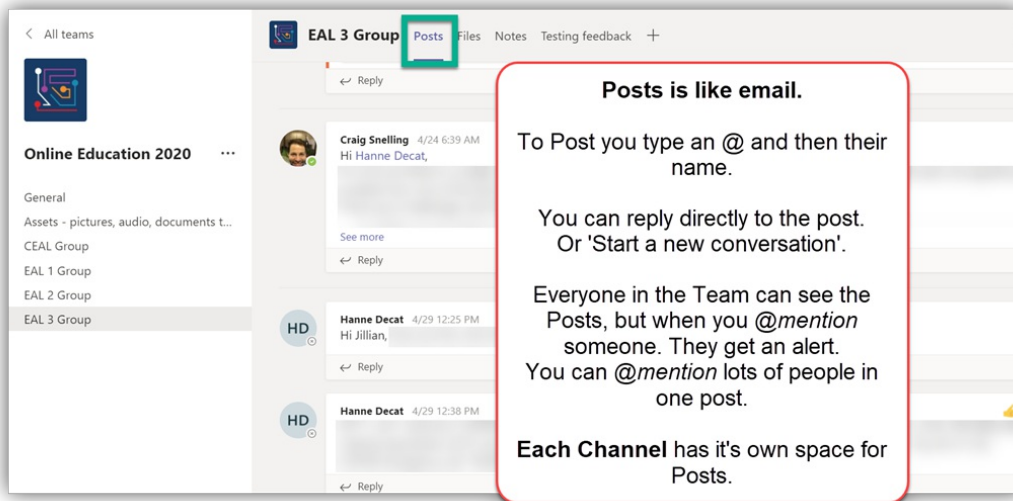


Activity
Is where you are notified that someone has 'mentioned' you - so you need to do something.
The menu on the right shows I have 1 alert.

When you have an alert click **Activity** to access your **Feed**. The new alert will be at the top. All your feeds will be there (similar to you email inbox).



Posts



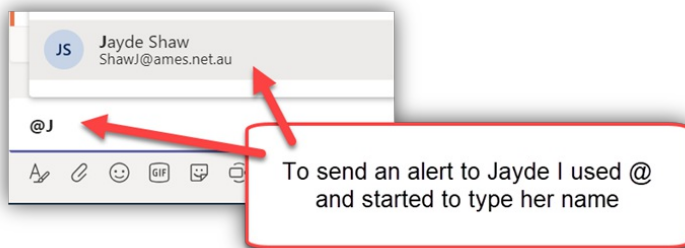
Posts is like email.

To Post you type an @ and then their name.

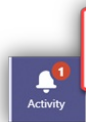
You can reply directly to the post.
Or 'Start a new conversation'.

Everyone in the Team can see the Posts, but when you @mention someone. They get an alert.
You can @mention lots of people in one post.

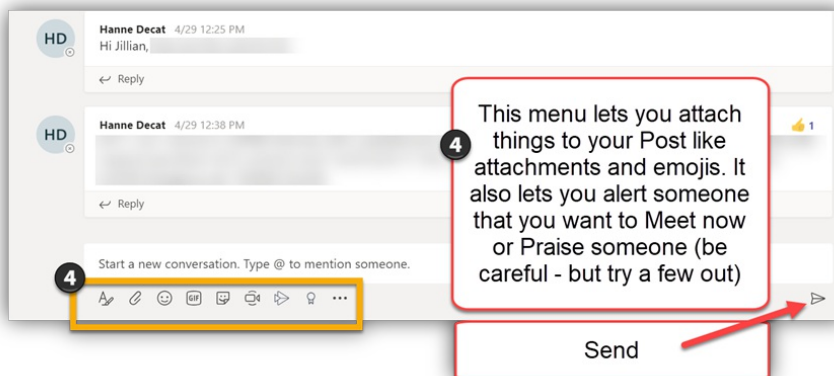
Each Channel has it's own space for Posts.



To send an alert to Jayde I used @ and started to type her name



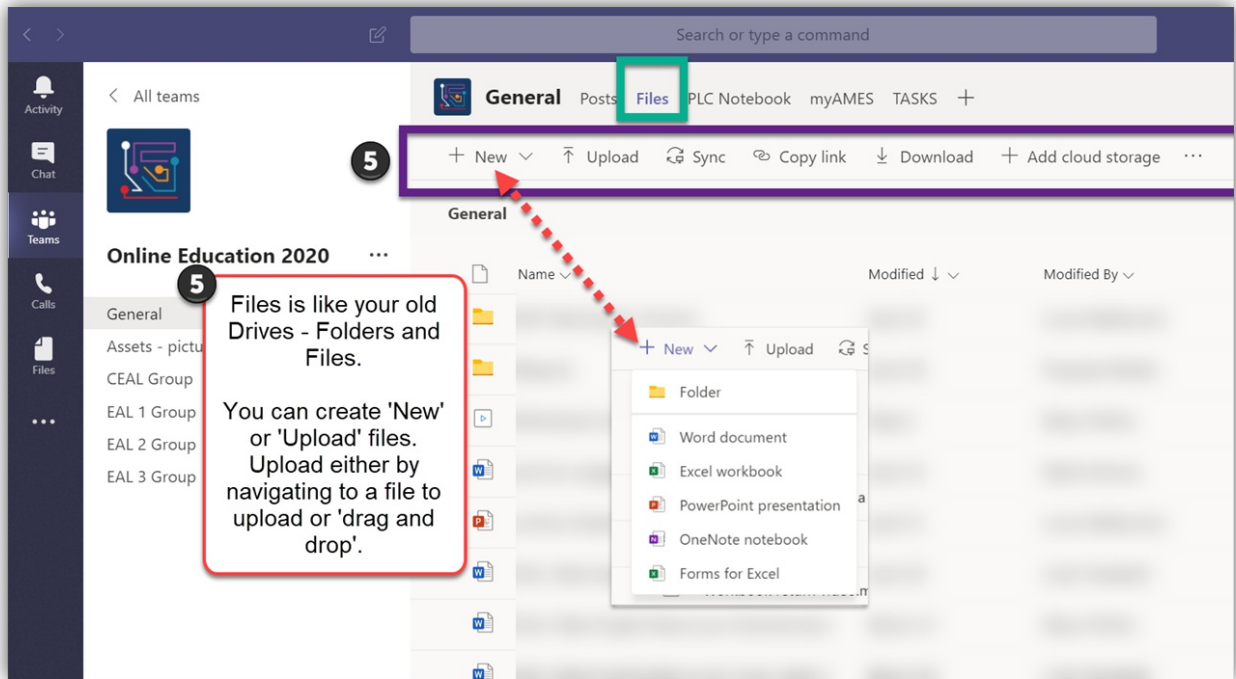
Now Jayde will get an alert.



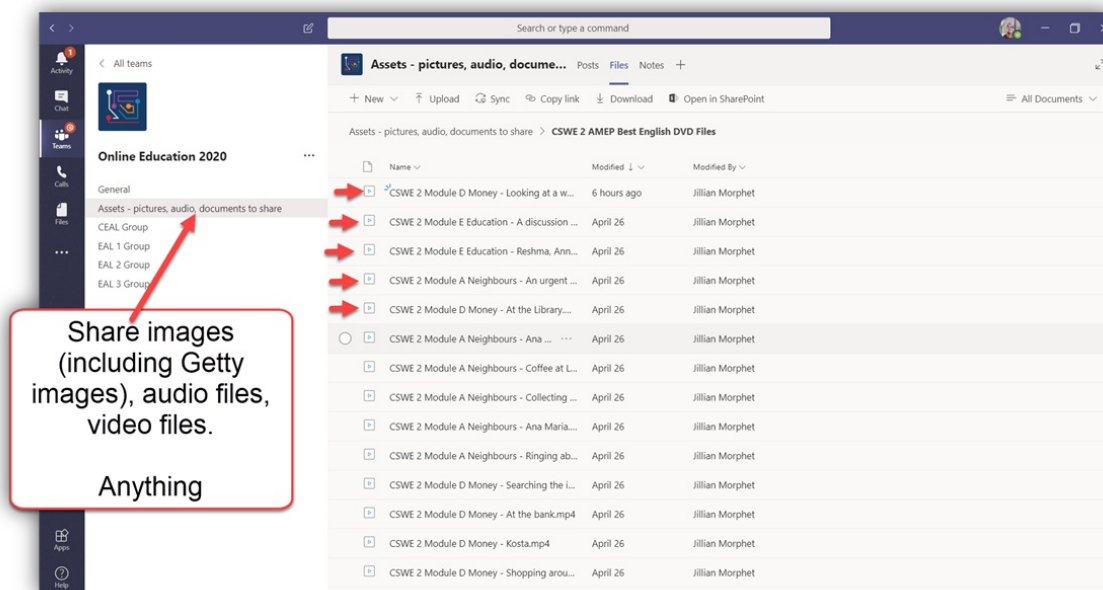
This menu lets you attach things to your Post like attachments and emojis. It also lets you alert someone that you want to Meet now or Praise someone (be careful - but try a few out)

Send

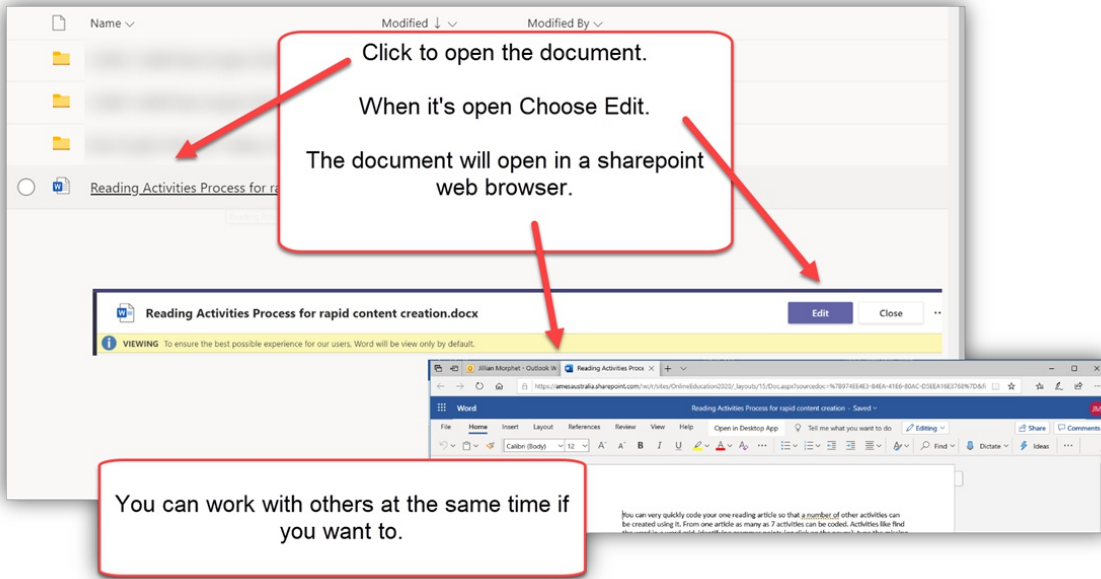
Files



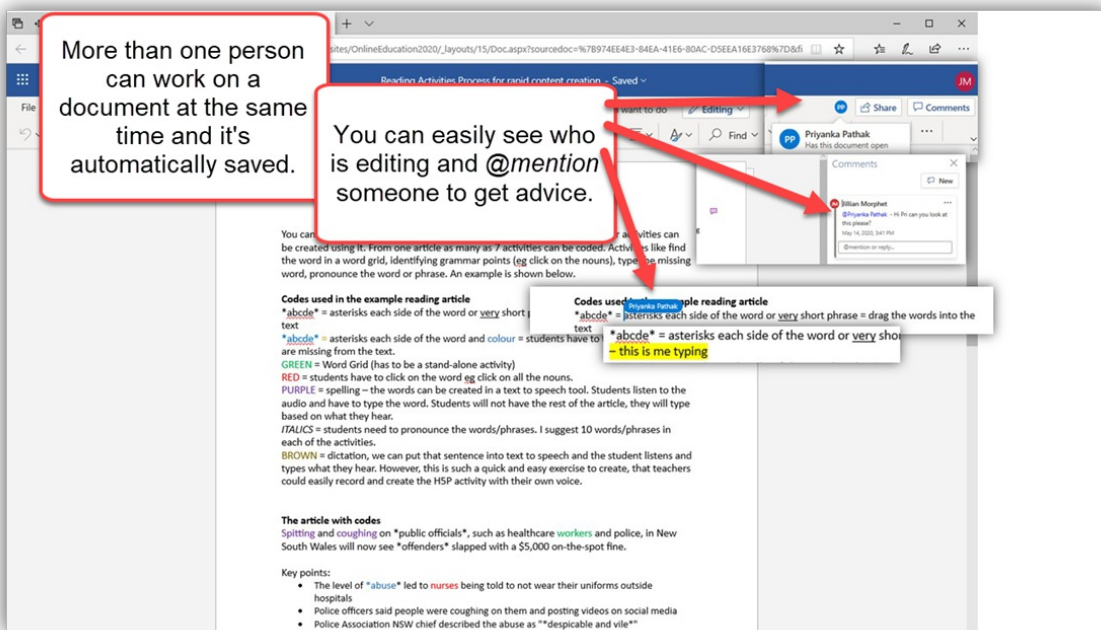
Share



Edit – it's automatically saved



Collaborate



Reading Activities Process for rapid content creation - Saved

You don't even have to type. Just dictate and it's done. 😊

other activities can ed. Activities like find
uns), type the missing
the words into the

* * * asterisks each side of the word and colour = students have to type the words that
are missing from the text.

GREEN = Word Grid (has to be a stand-alone activity)

RED = students have to click on the word eg click on all the nouns.

PURPLE = spelling
said there was a growing expression towards
Students listen to the
the words into the

"We've had nurses on trains surrounded by a couple of young persons who then decided
that this person was a nurse so therefore they had to cough all over her," he said.

"This is a growing behaviour that needs to be *stamped out* now."

Dictate works pretty well as long as you don't speak too quickly 😊

Dictate

START

STOP