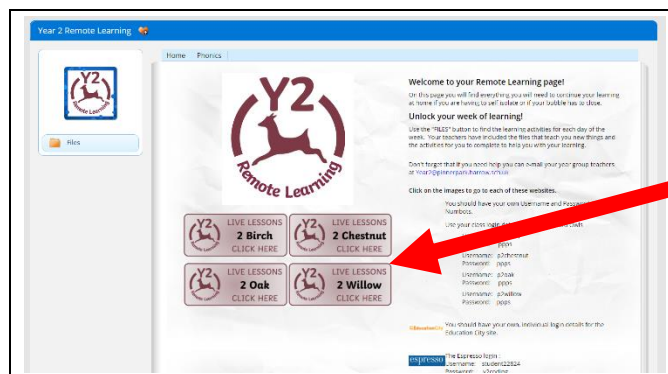


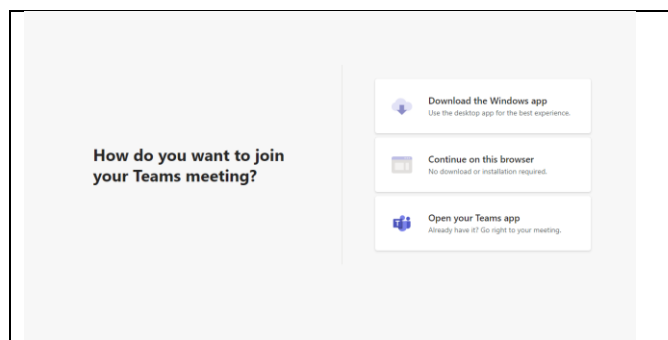
Accessing the link to the Live Sessions



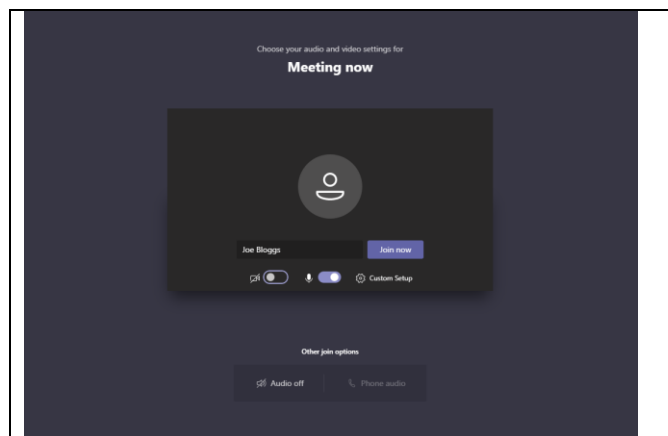
The same link will be used for each live session. There is a link for each class. The link can be found on the remote learning page on DB Primary.

Once you have the link, you can save it on your browser to make it easier to return to each time.

Using a PC or Laptop (with a microphone and video camera)

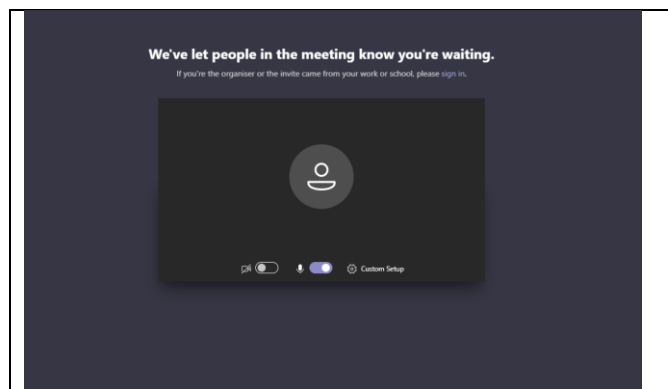


If you are using a PC or laptop, when you click the link, this page will open in your default browser. You do not need to download the app, you can click, 'Continue on this browser'.



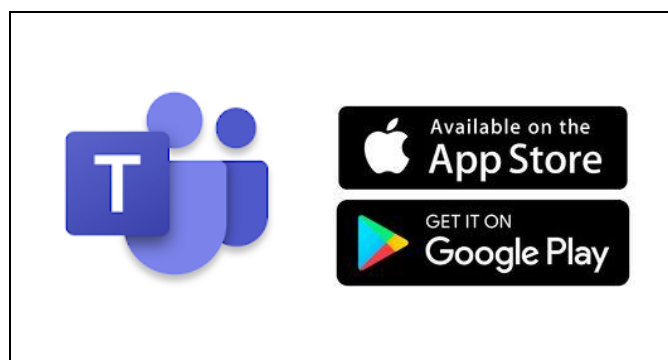
You will then have the opportunity to add a name. Please activate your camera and microphone.

When you add a name, please use your child's name so that the teacher knows who they are when they are in the 'waiting room'.



The teacher will be notified that your child is waiting and will allow you into the meeting at the scheduled time.

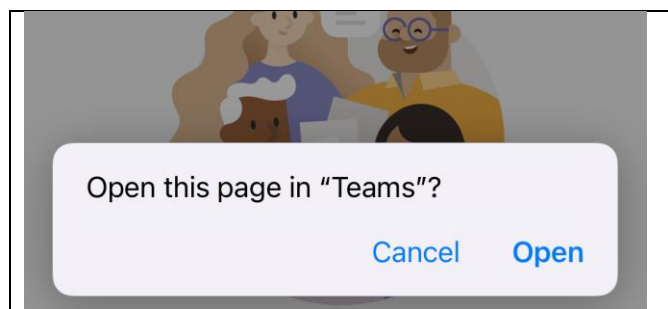
Using a Smart Phone or Tablet (You will need to download the app in advance)



To join the meeting using a mobile phone or tablet please install the MS Teams app in advance of the class meeting.

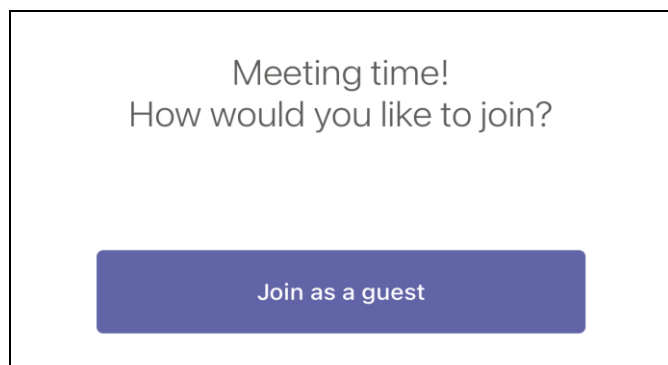
Depending on your device go to the Apple App Store or Google Play Store and search for MS Teams.

You don't need to create an account – your child will be able to join the meeting as a guest user

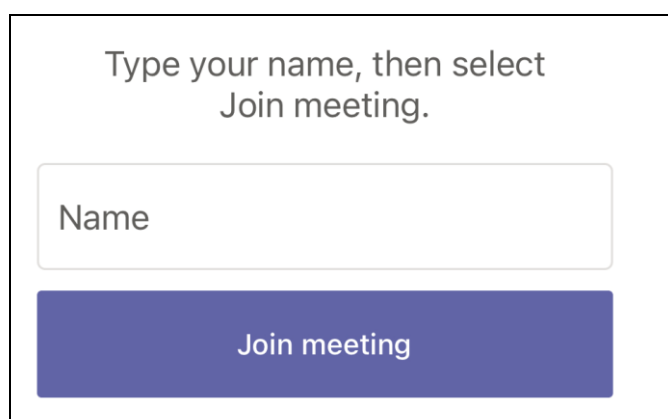


About 5 minutes before the meeting time, click on the link.

The Teams app should open – you may have to click 'open' when you are asked, 'Open this page in "Teams"?'



Click 'Join as a guest'



Type **your child's name** and click 'join meeting'.

You will then be held in a 'waiting room' and you will see the message, 'Someone in the meeting should let you in soon'. The teacher will let you into the meeting at the scheduled time.

Additional notes:

- Please make sure your child is in a suitable environment to have the meeting – somewhere quiet and distraction-free is ideal
- If you have any difficulties, please contact us and we'll try and help
- During the meeting itself, please ensure that only your child is visible on the screen
- We will mute microphones for most of the meeting to avoid lots of noise and audio interference – it would be helpful if you could teach your child how to mute and unmute!