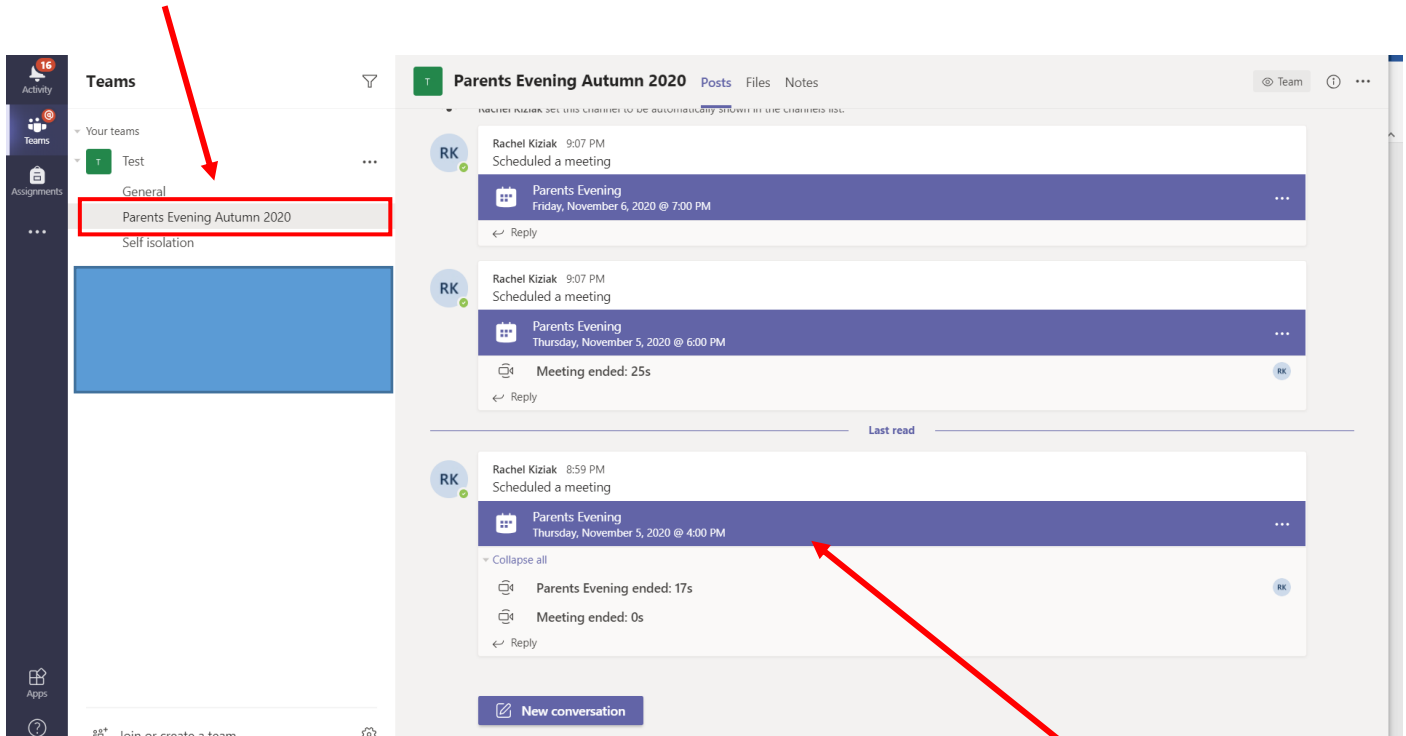
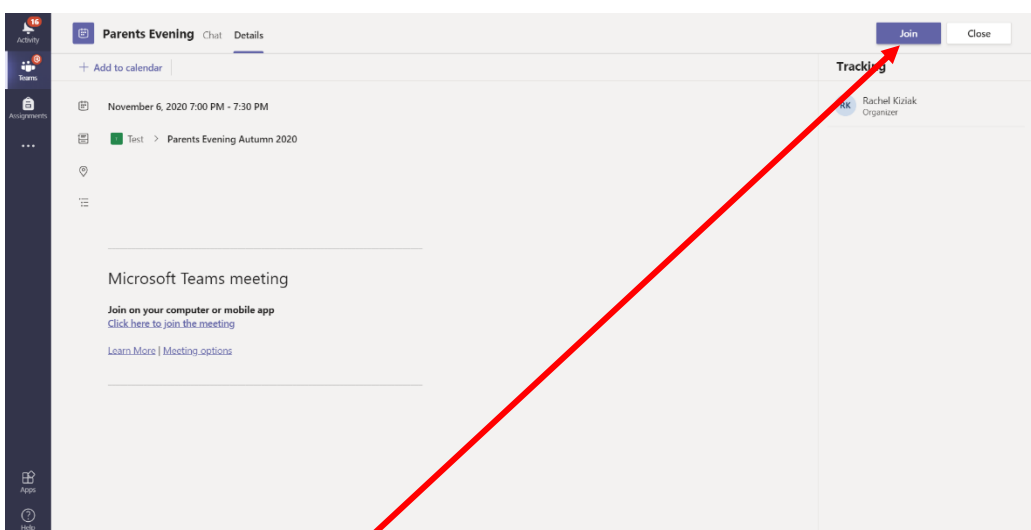


How to access the meeting using Teams on a laptop

Once logged in click on the parents evening channel

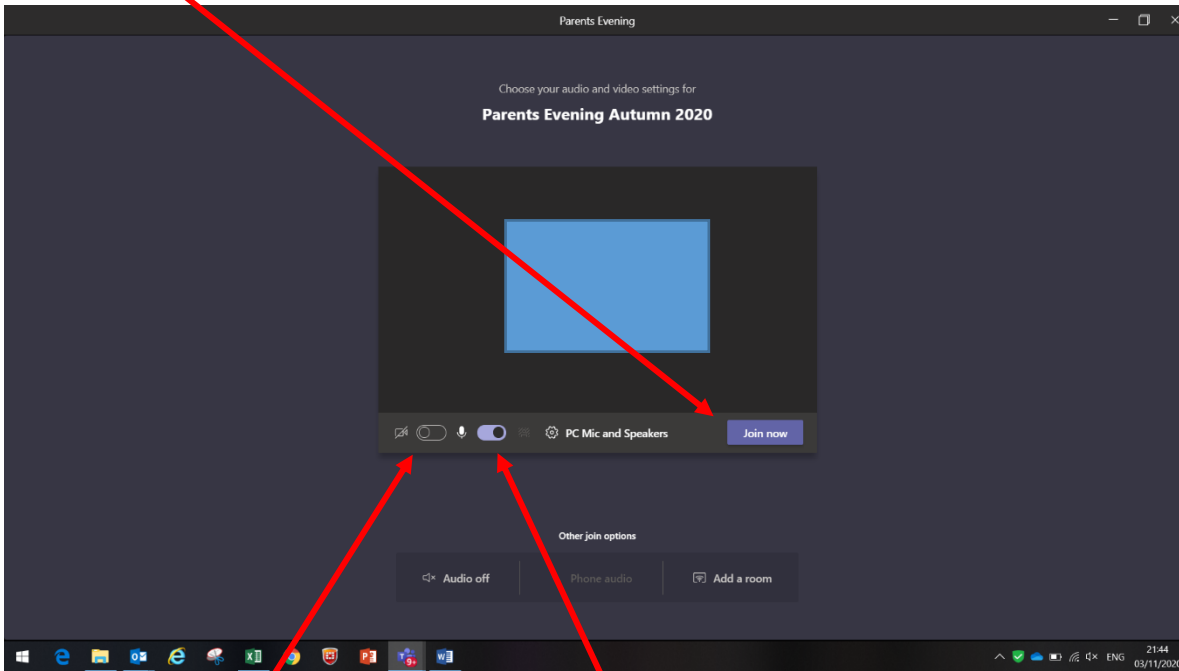


Click on the date for the meeting you have booked an appointment for on the blue box



Click on the join button

Click Join now



Turn on the camera and check you are unmuted.

You will then be connected to lobby area and the class teacher will admit you when they have finished their previous appointment.

