ace to race Planner-Year 6

Step by Step Guide to Microsoft Teams -Assignments

Face to Face Planner-Year 6

What is Assignments?

Assignments is part of Microsoft Teams and is a place where staff will be uploading homework and weekly planning for children to complete. Children will have to submit their work back to their teacher on assignments.

What should I do if I get stuck?

Its ok to be stuck, remember everyone must make mistakes to learn! If you do then this is what you need to do...

- Message on Teams in the 'Posts' comment box.
- Your teacher will message you back as soon as they can.

Step 1

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Ge	eneral Posts Files Class Notebo	Assignments	rades 1 more	+	@ Team	1 Guest	Q! Meet ~
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2	B Baker-Rees (Ysgol Cwm Brombil) 10/0 Seren Yr Wythnos! This weeks pupil o McCrory!	7 09:36 of the week goes t	to a girl for her exce	llent work on Space	e this week in school. V	Vell done Fl	ion
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	Kaley Roberts 10/07 09:36 Omg well done Ffion McCron	yl					-1
2	Baker Res (Popol Caw Brookil) 1007 0939 FINAL REMINDER - VIRTUAL SPORTS DAY 2020: Today is the last day to submit your record sheets by 3PMI Try and complete every challenge as the more you complete the more points you achieve for your house! Winners will be announced on Monday 13th around midday. Have a great weekend everyone!						
	See more						
	¢∕ Reply						
9	Baker-Res (typi Cem Brombi) 10070935 Moning all Here comes the final Challenge and Face to Face Planner of the Year! This weeks is all based on Transport around the World. I am locking forwards to wate you produce. If you get stuck with anything please ask						he World. I
	Challenge Planner Y5 10 7 2	020.pdf					
	- Matal Makara, in 197 AN. IN						
	Start a new conversation. Type @ to	mention someone	£.				

After logging in to Microsoft Teams, click on the 'Assignments' tab at the top of the page.

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Once on the Assignments tab, you will be able to view all of the assignments set and completed. Click on an assignment to complete it.

Step 3



After selecting the assignment you want to complete, you can view any supporting materials and add work.

Step 4

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Once you have finished attaching your work, click 'hand in' to submit it. If you have any problems accessing an assignment set by your teacher, please message them on Teams for any help!