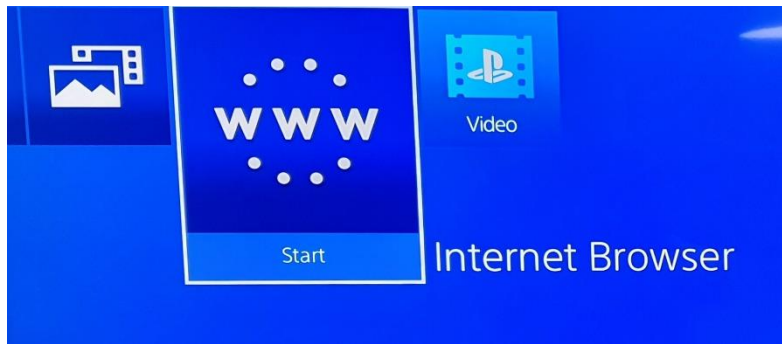
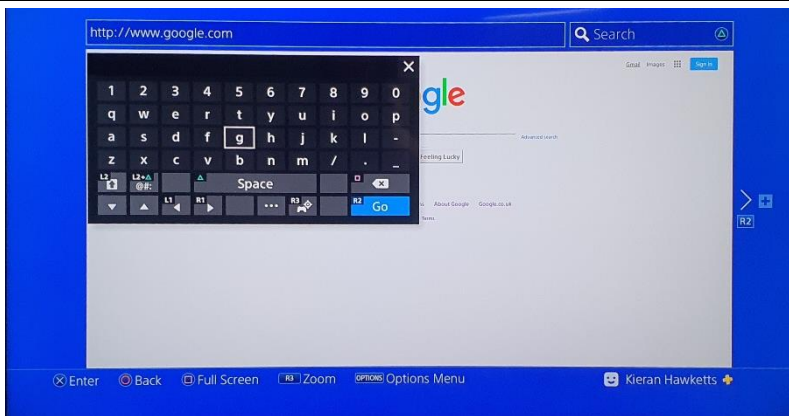


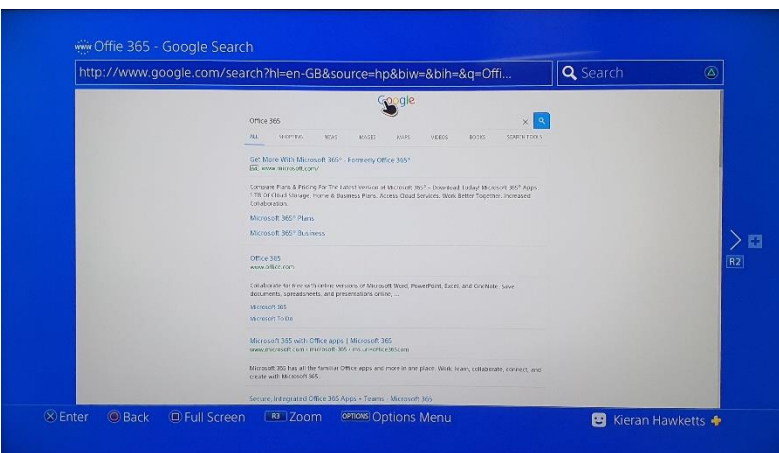
A Guide to using a PlayStation 4 to access Microsoft teams



Turn on the PlayStation and look for the internet browser on the home page. This should be a WWW symbol with dots around the edge.

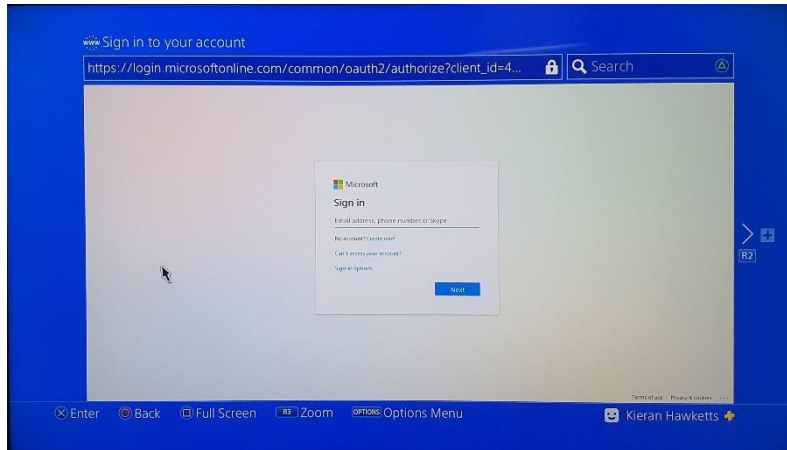


In the address bar at the top of the screen type in www.google.com



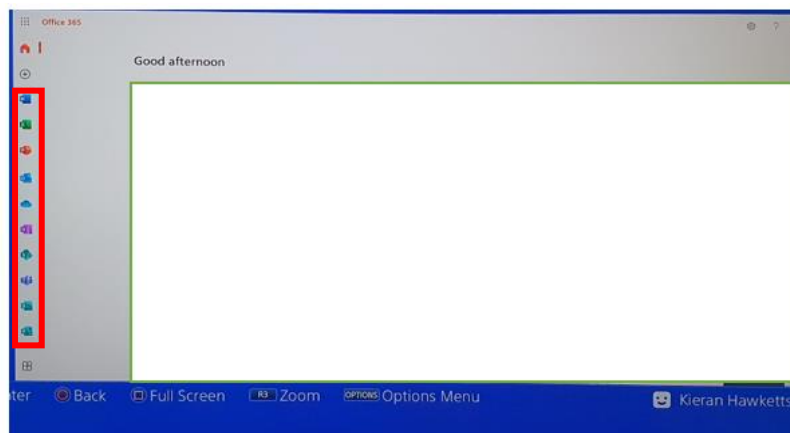
To access Microsoft Teams

Type Office 365 into google and click on the link 'Office 365'



You need to log into outlook using your school email address and computer password.

Your school email address is your 'username' followed by **@Heatherbrook.leicester.sch.uk**



Once you have logged into office 365 you will be able to click Microsoft Teams on the left hand side or Outlook to access your school emails.