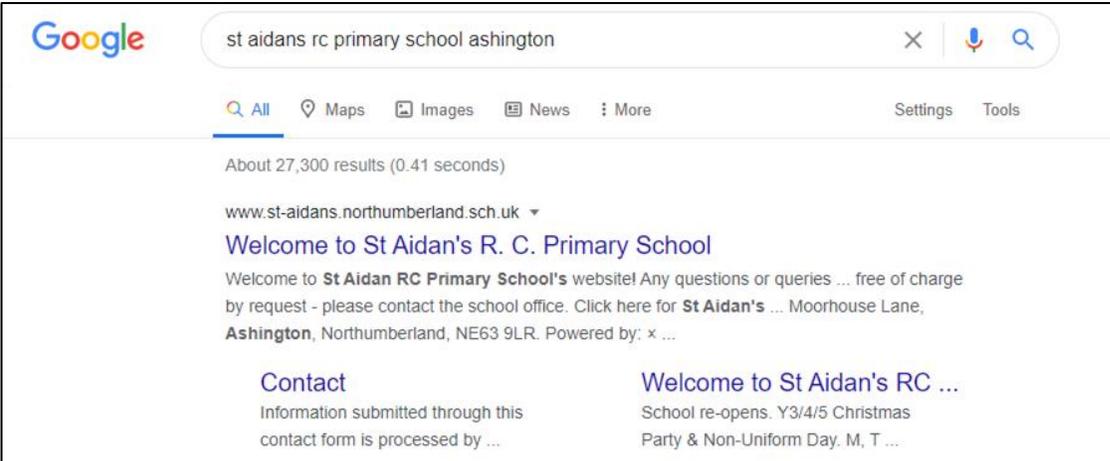
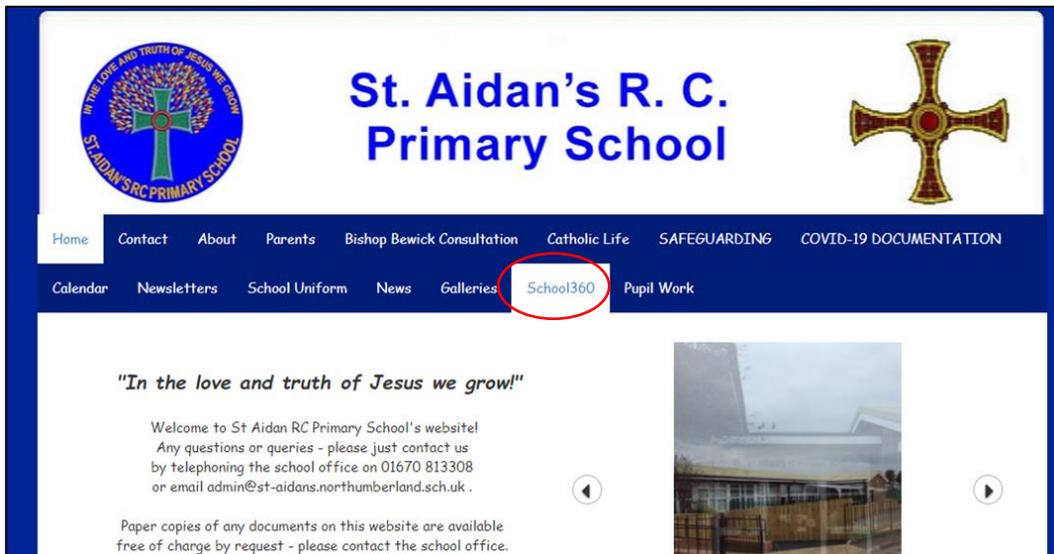


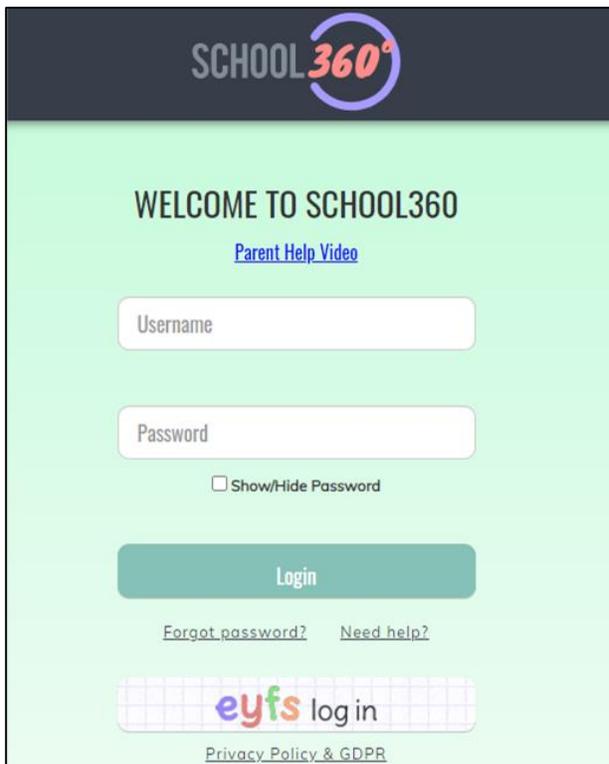
1. Open your search engine.



2. Type in our school to find our school website and open the site.



3. Along the top menu, find and click on School360



4. The next page may be different for everyone. You might already be logged in, your device may have saved your details ready for you to log in or you may have to type your details in again.

Your username should be:
firstname.surname

For example:

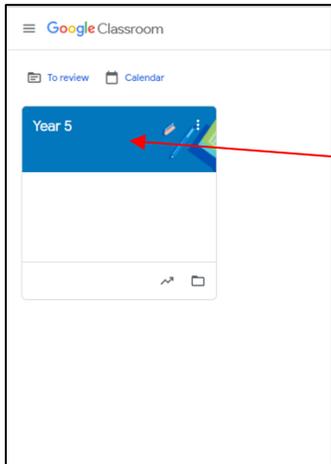
john.smith

Log in to your account.

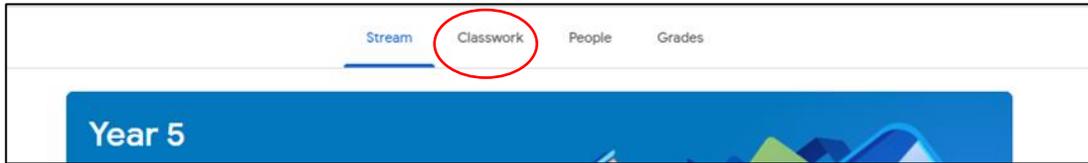
If you cannot remember your password, ask your adult to contact the school admin email and Mrs Leslie will be able to reset your password for you.



5. This is what your homepage looks like.
Click on Classroom.



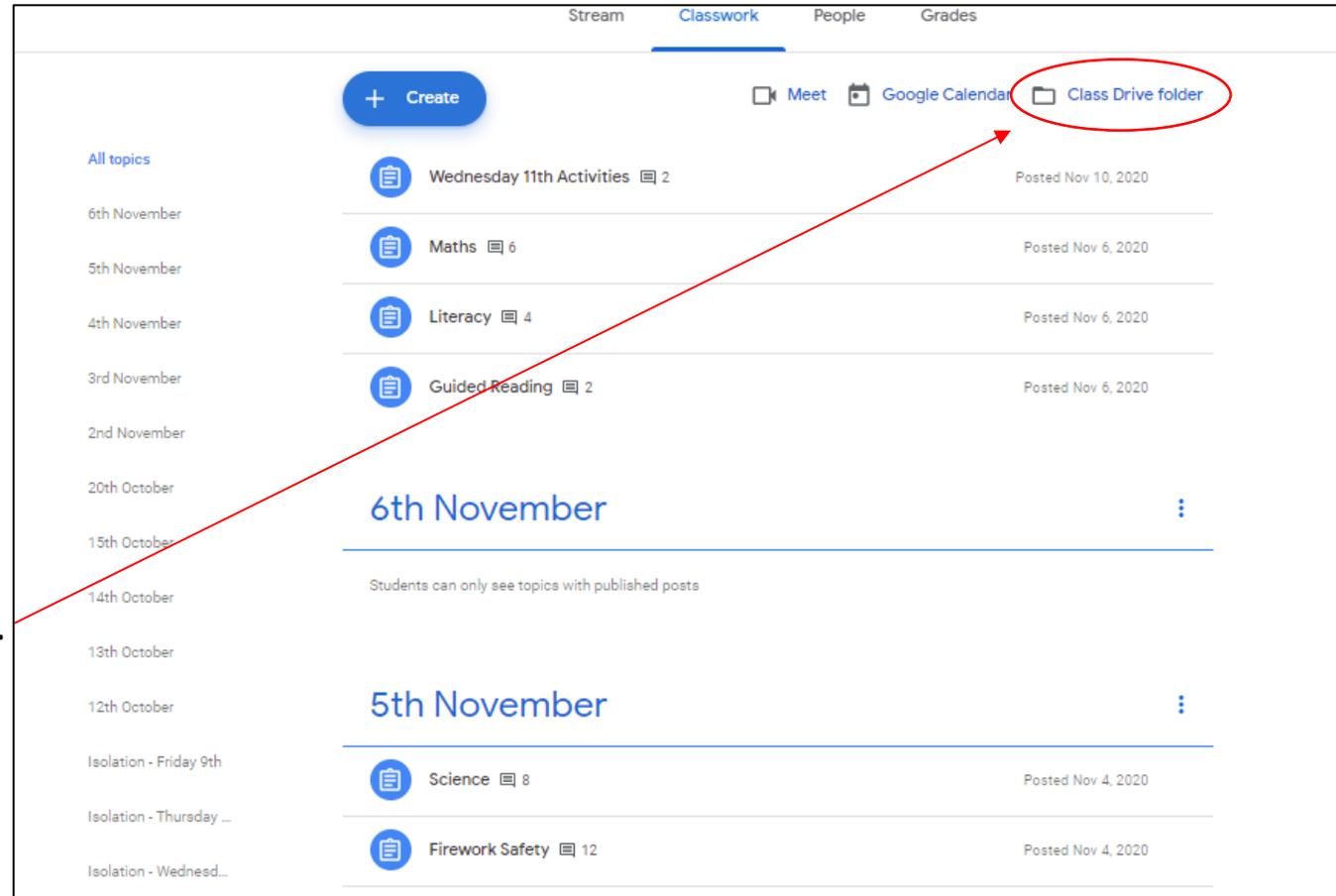
6. Click on your class.

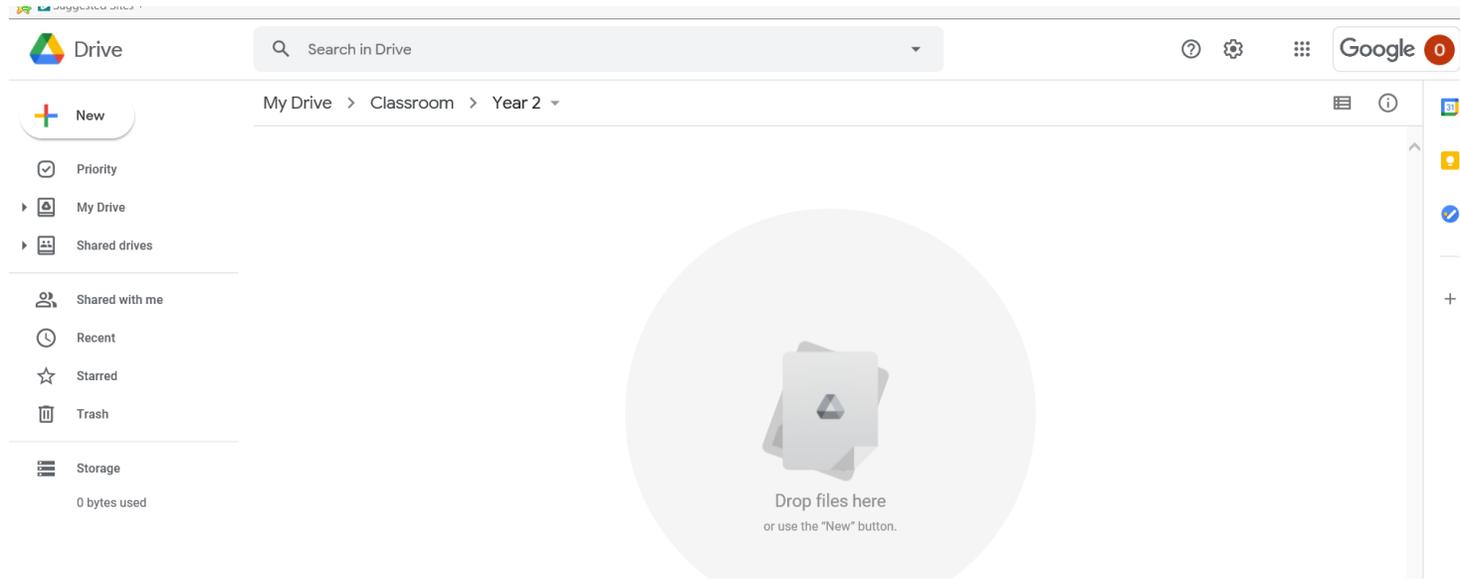


7. This is your Stream. You will be able to see activities and communicate with your friends or your teacher.

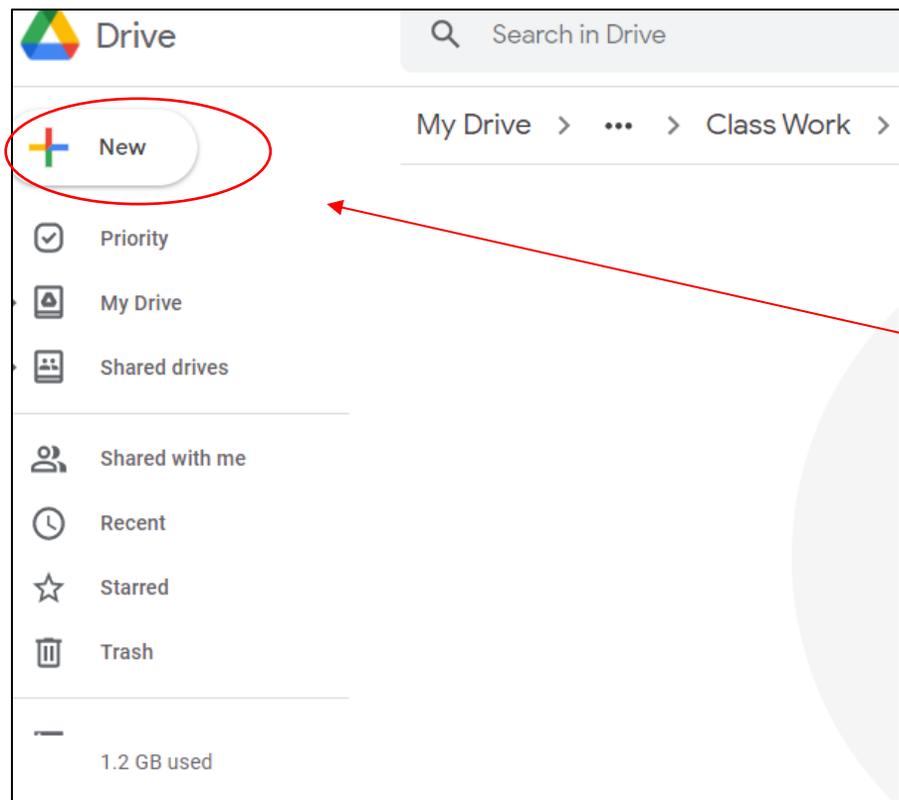
Click on Classwork.

8. Click on Class Drive Folder.





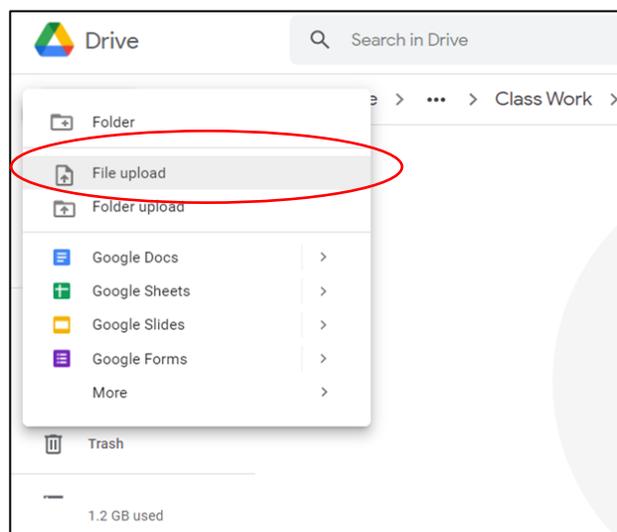
9. It should open a new page which looks like this.



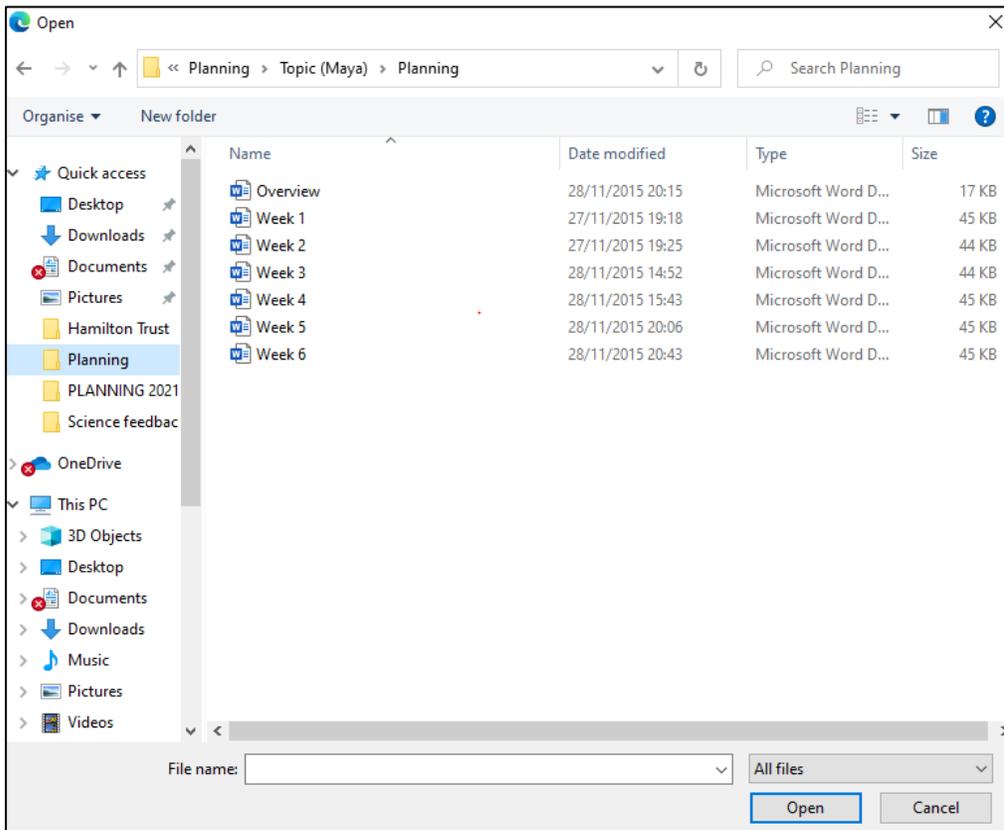
10.

Your folder is where you're going to upload any work that you have done.

Click the + New button.



11. Click 'File Upload'.



12. A pop-up box will open and you will be able to find the file you wish to upload. Double click on the file.

If you have edited any powerpoints or worksheets on your device, save it to your device with your initials.

For example, if the document was called 'Mountains' John Smith would save it as 'Mountains JS' or 'Mountains John S'