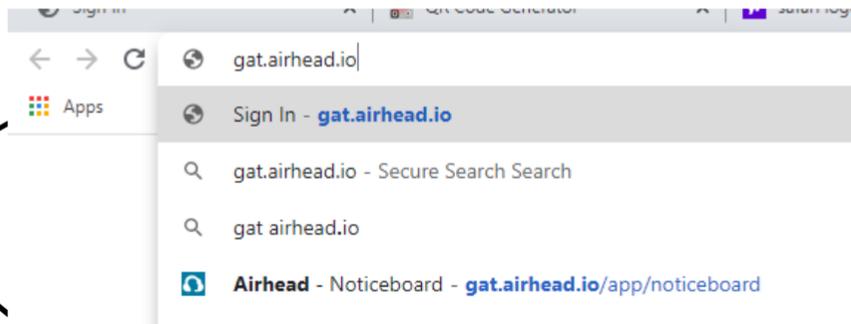


How to access Launchpad and Teams

1. Open a web browser.



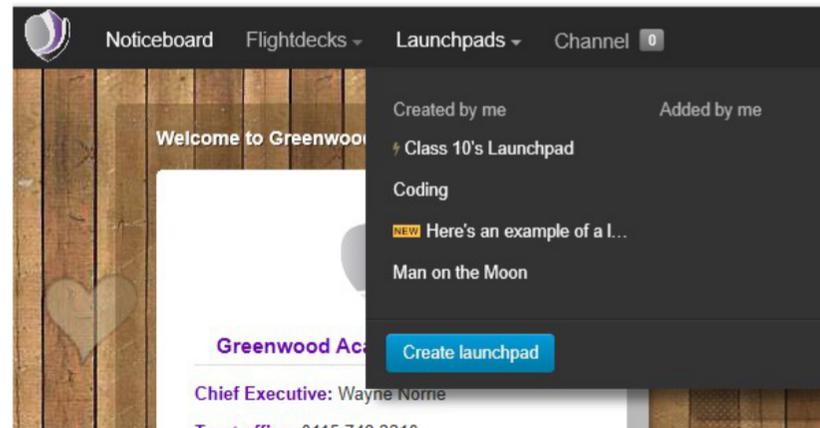
2. In the address bar type `gat.airhead.io`



4. Put in your login details.

Sign in with your organizational account

5. Click on the Launchpad drop down and then look on the right for your Launchpad. Click it.



Scan or click the link

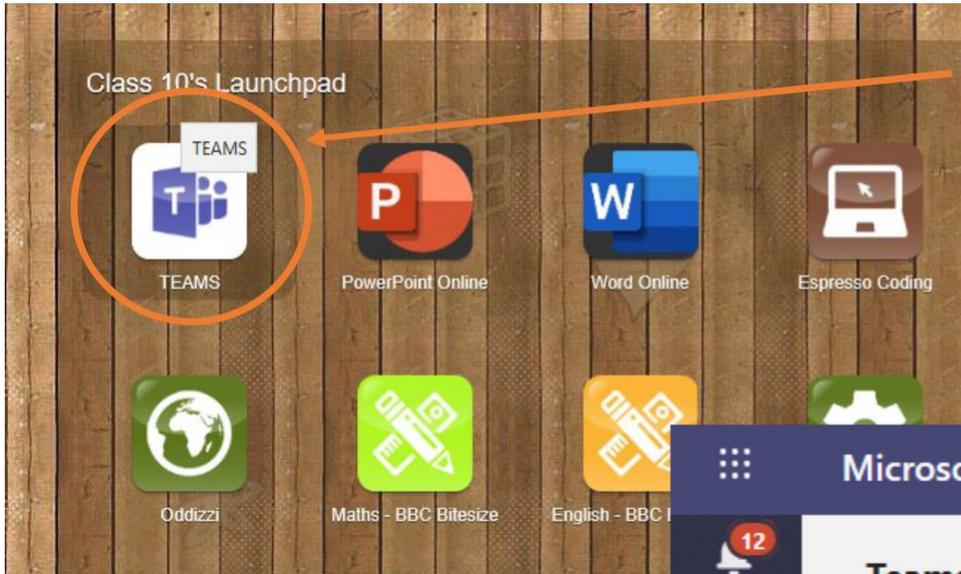
gat.airhead.io



<http://bit.ly/2wolu42>

Watch me for help!

Click on the Teams App. If it is not there you will need to add it using the + button.

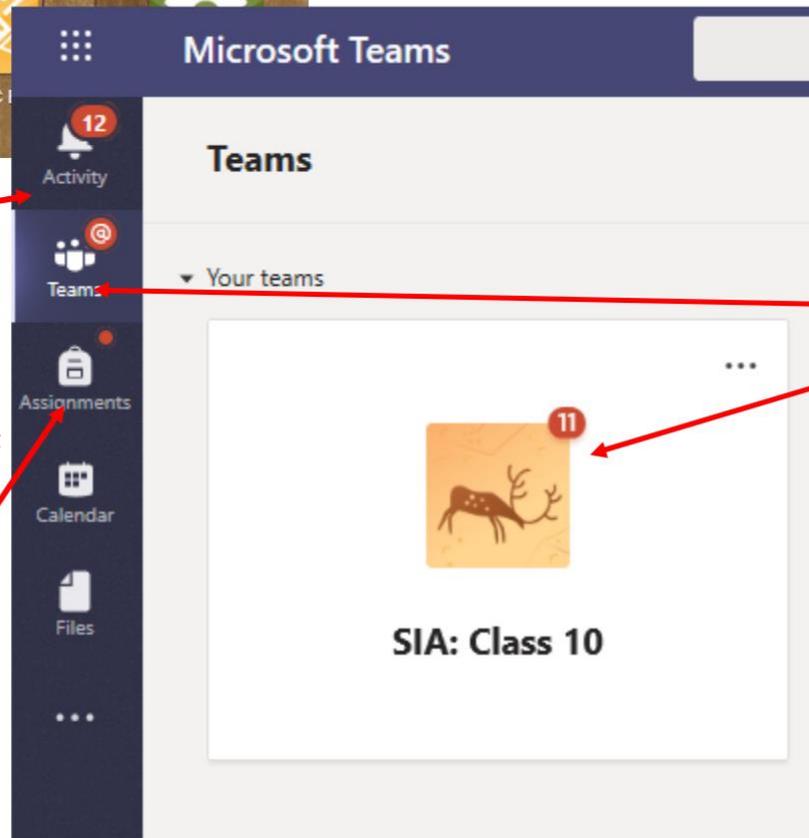


6. Click on the Teams tile. It will take you to your and classes and contact with your Teacher.

You may have to log in—if so then you just use your log in details as before.

7. This tells you when something has been posted onto your class channel. You will be notified every time someone has posted—this includes other students too.

9. This takes you to the work the teacher has set. All you need to do is click and follow the links.

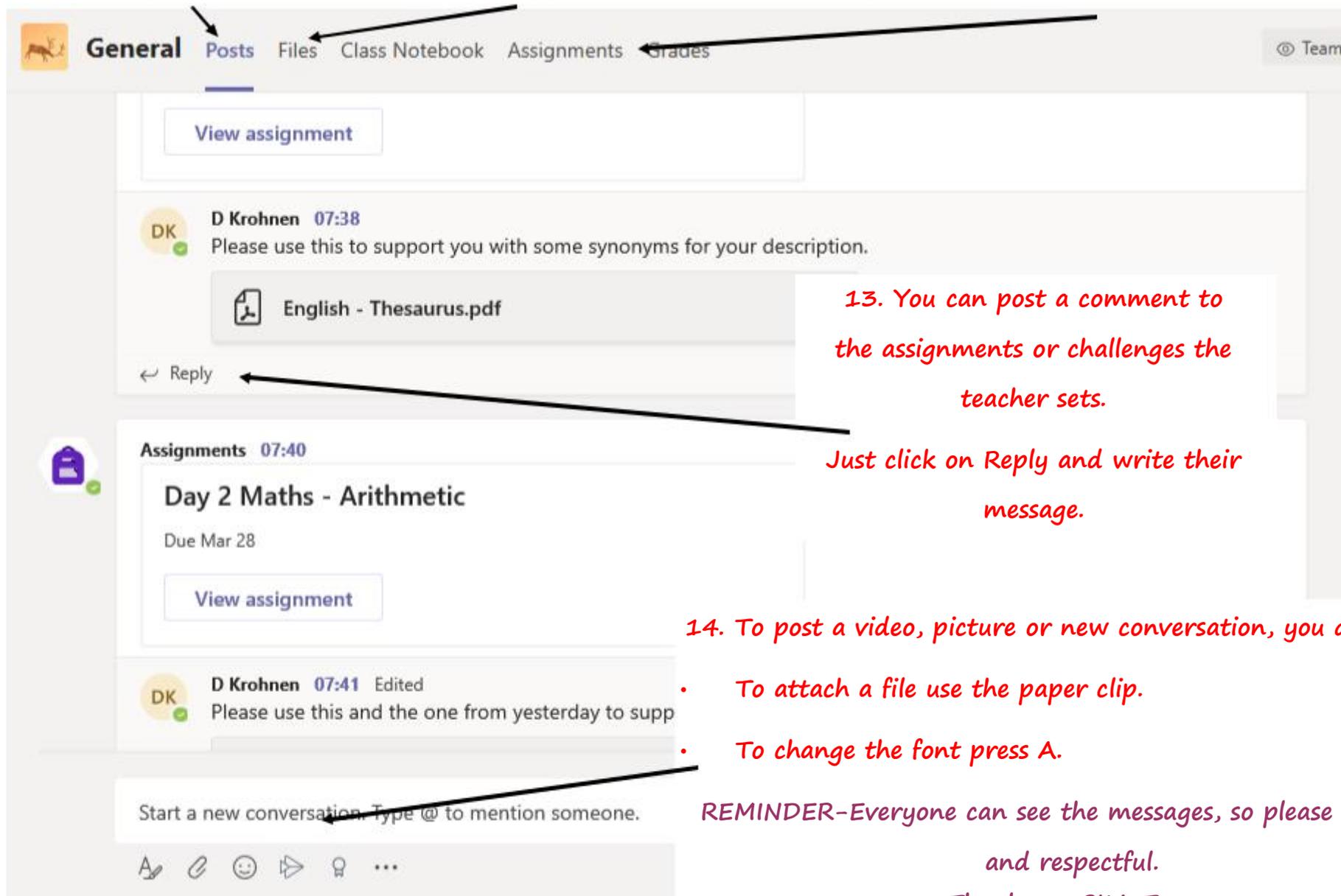


8. This takes you to your Team where you can write to your teacher and see all the assignments you have been set.

10. Posts—Where everything that is happening can be seen.

11. File—This is where your teacher has added any support material for each assignment.

12. Assignments—A collection of their tasks set by the teacher each day.



13. You can post a comment to the assignments or challenges the teacher sets.

Just click on Reply and write their message.

14. To post a video, picture or new conversation, you do it here.

- To attach a file use the paper clip.
- To change the font press A.

REMINDER—Everyone can see the messages, so please be polite and respectful.
. Thank you SKA Team.