



TROON PRIMARY SCHOOL & EARLY YEARS CENTRE

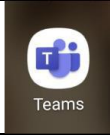
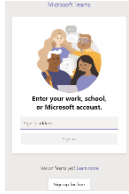
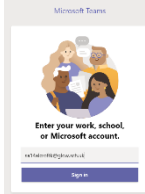

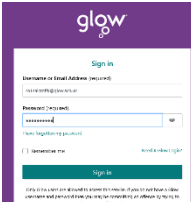
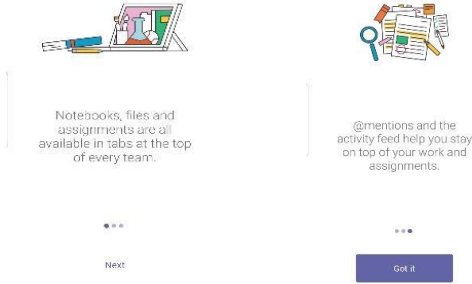
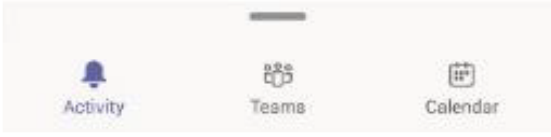
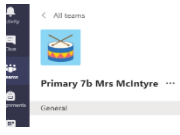
ICT Guide - Home Access

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SESSION 2020-2021






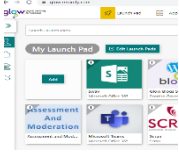
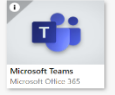

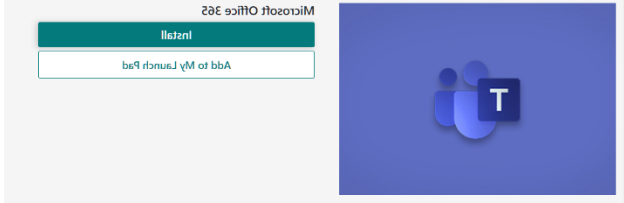
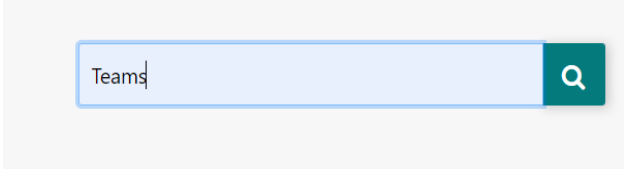

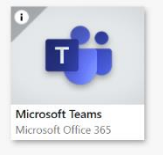
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How to Log on to Teams using the Teams app

<p>1. Download (Microsoft) Teams app from your App store and click Install</p>	
<p>2. Click on Teams app on your device. It should open, showing this page – click the Sign in button</p>	
<p>3. Click on sign in with another account. Type in your child's full GLOW (email) address in the following format: sa14alcroftk@glow.sch.uk</p>	
<p>4. You will automatically be taken to the GLOW website to validate the username and login to the GLOW account.</p>	
<p>5. Insert your login and password on this page – click sign in</p>	
<p>6. If correct, it will return you to the app automatically signing your child in. Click Next button until you reach this page – Click Got it</p>	
<p>7. It should open the app at this page (FEED). Click on Teams at the bottom of the page.</p>	
<p>8. Click on the word 'General'</p>	

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How to Access Teams on a laptop or Desktop via Glow

<p>1. Open Google Chrome. This is the best operating system to run Teams</p>	
<p>2. Type the address into the search bar https://glow.rmunify.com/</p>	
<p>3. Enter your glow username and password in the following format: sa14alcroftk</p>	
<p>4. You will automatically be taken to the GLOW website</p>	
<p>5. Click on the Teams tile. This will divert you to your Teams page.</p>	
<p>6. If you do not see the Teams tiles please follow the steps below.</p> <ol style="list-style-type: none"> 1. On the banner across the top of the page click on the App Library. 2. Type Teams into the search bar at the top right hand side of the page. 3. Click the add to launch pad button. 4. Close the pop up box by clicking the cross in the top right corner of the page. 5. Select launch pad again and now double click on the Teams tile. 	<ol style="list-style-type: none"> 1.  2.  3.  4.  5. 

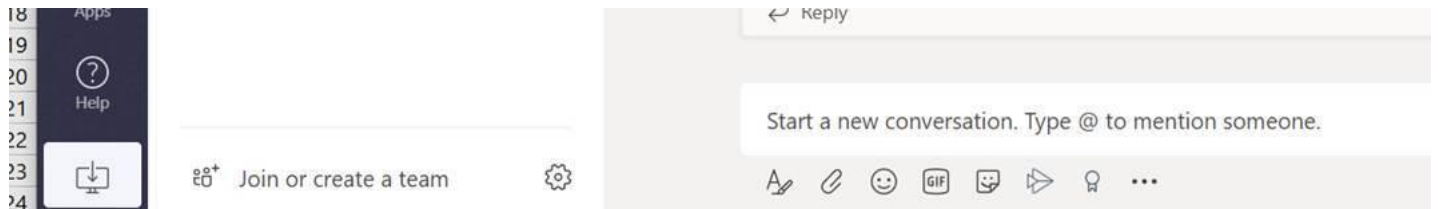
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Teams



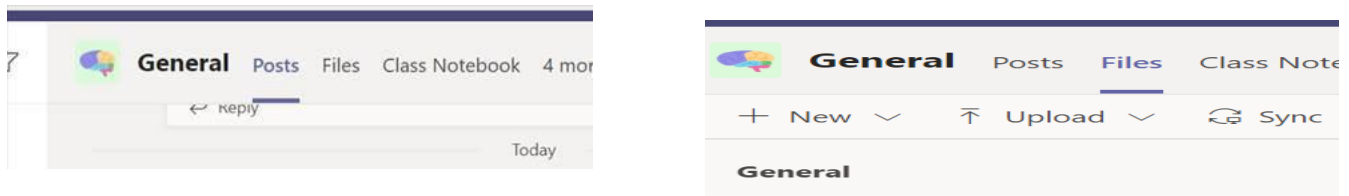
How to upload to the Sharing the Learning channel

If you would like to send work to your class teacher this can be done in the conversation feed within the sharing the learning channel. This can be found at the bottom of the page. Click the paperclip and select the file or photograph to be added and send. It will then appear on the conversation feed.



How to upload to the files tab

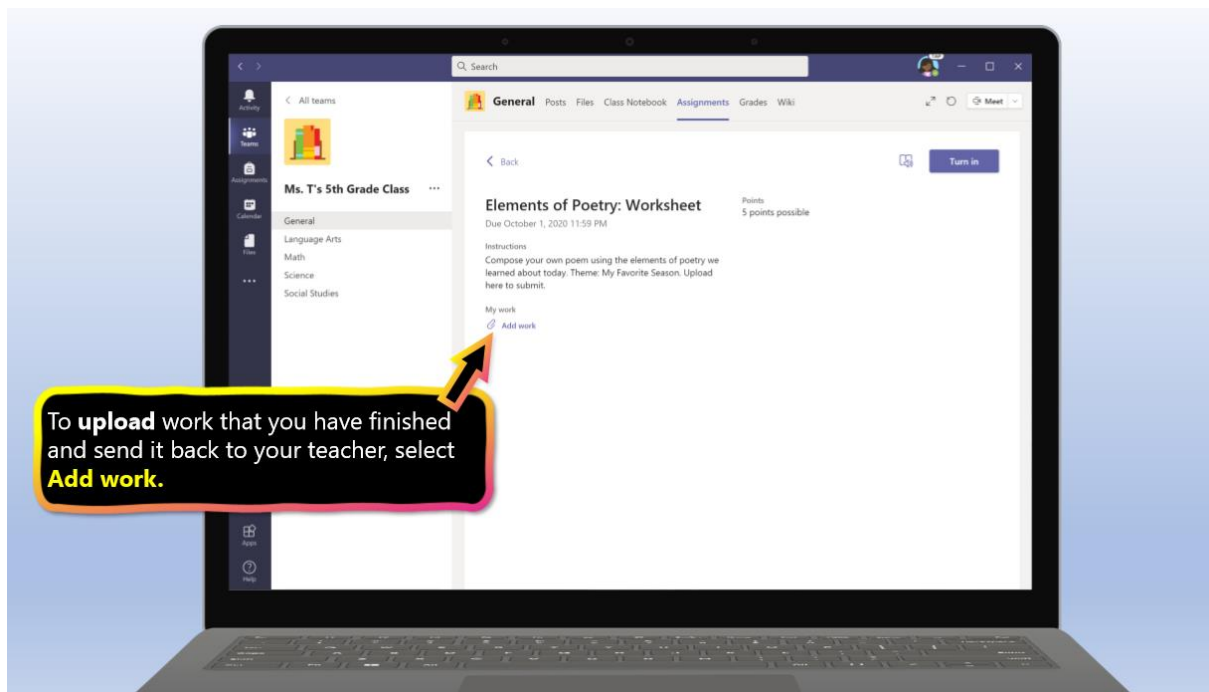
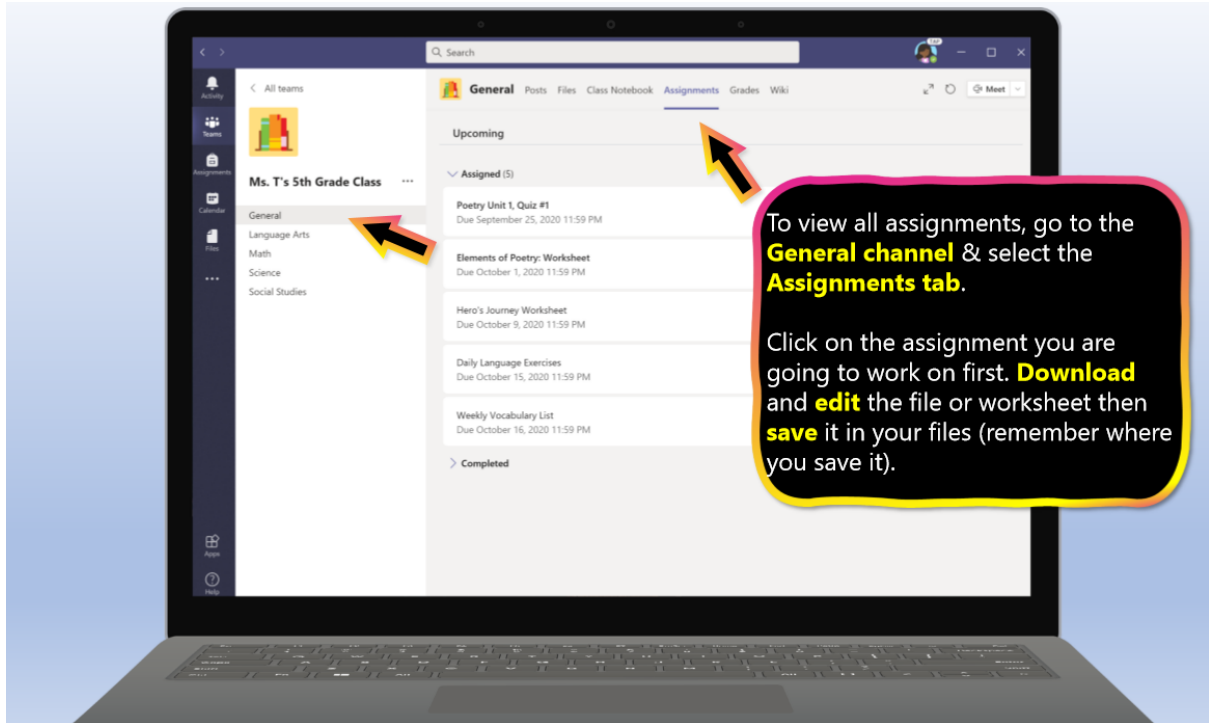
You can also choose to upload files from the files tab at the top of the page. Once you have clicked on files, select upload. In both these areas you can upload word documents, PowerPoints and photos. The difference is that by using the conversation tab it will appear on the feed. If you use the files tab it is hidden from the main feed.



Glow is a secure site that only pupils and staff can access with individual login details and the Team will only have your child's class and staff who can access the conversations and files. We would encourage your child to maintain contact with their peers in this secure environment and join the chat!

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How to upload assignments



Upload by choosing **upload from this device**

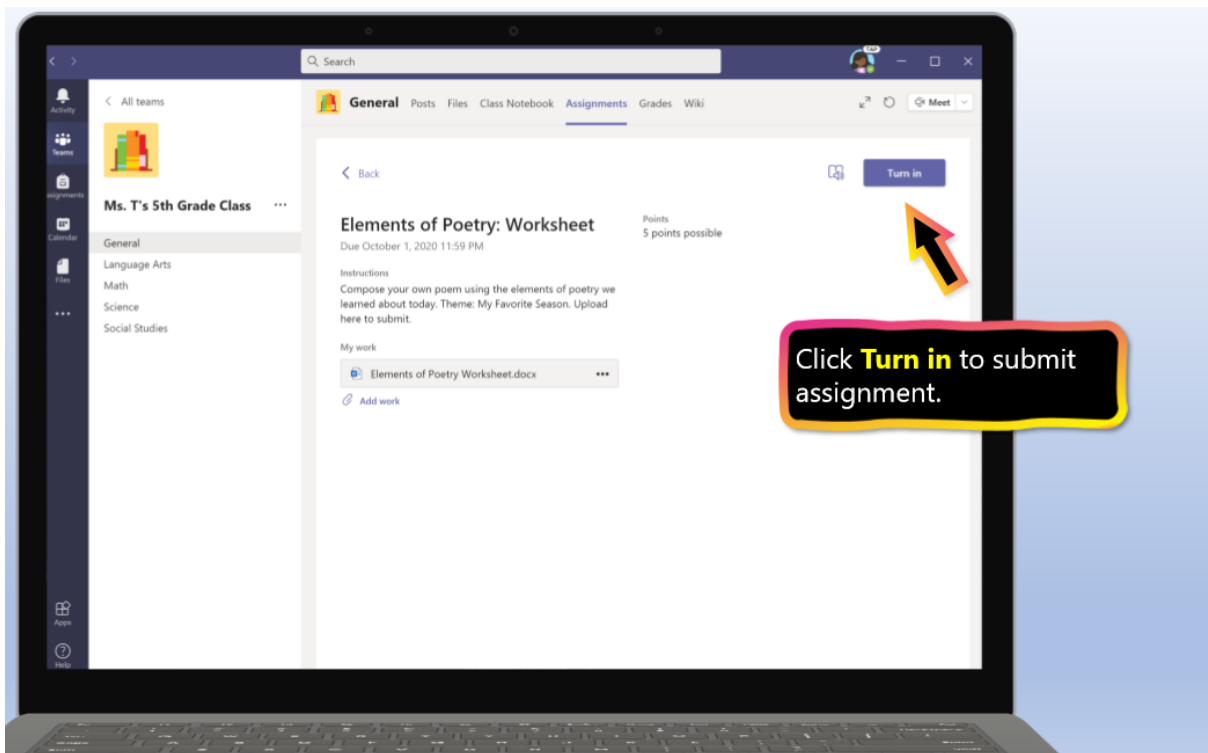
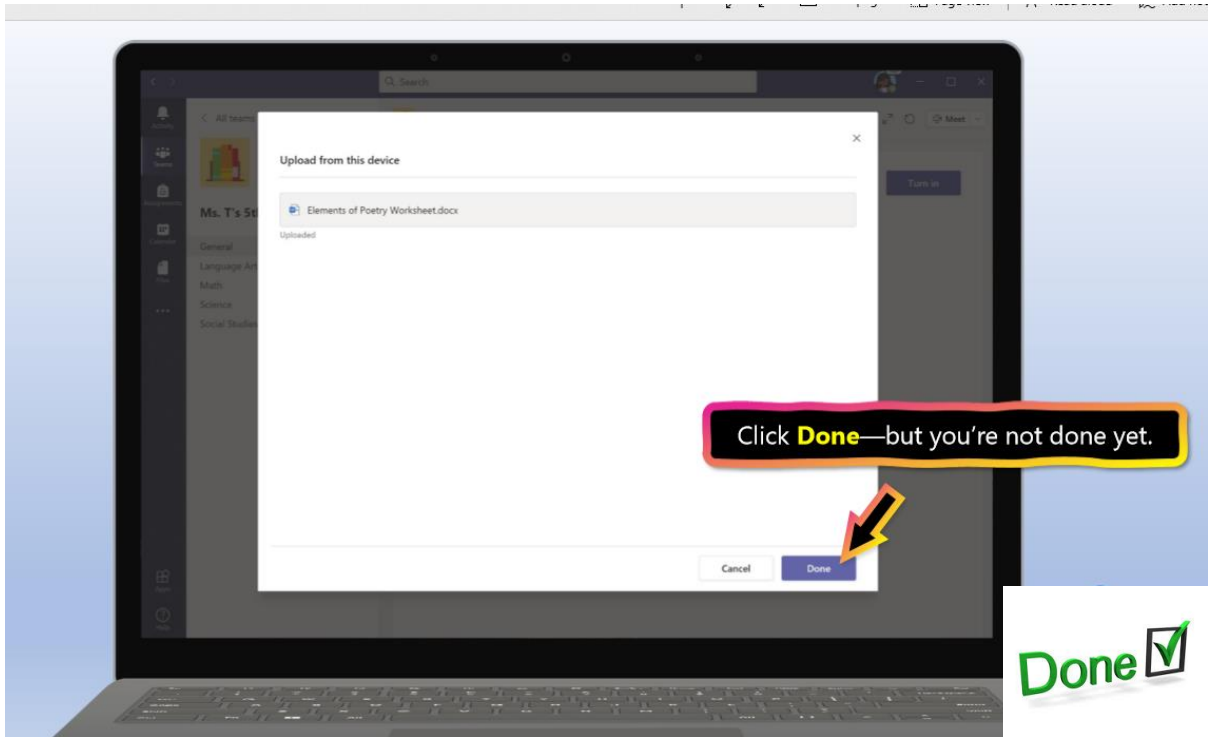


Upload from this device

Select file and click **Open**.


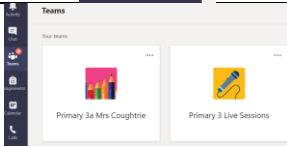
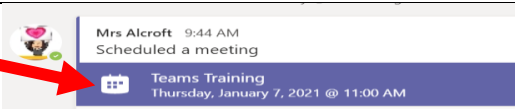
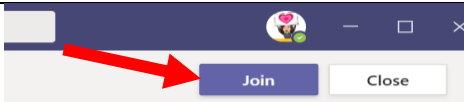
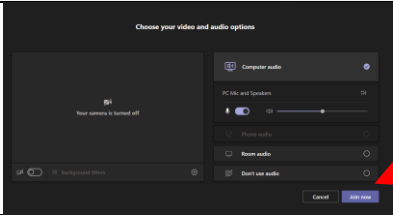
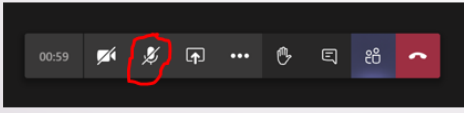
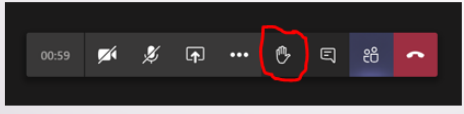
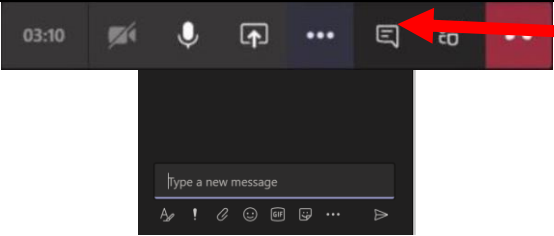
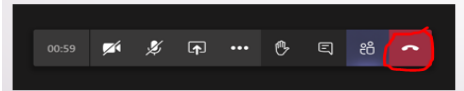


Open



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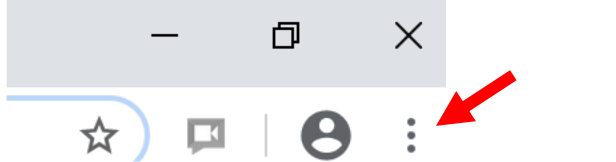
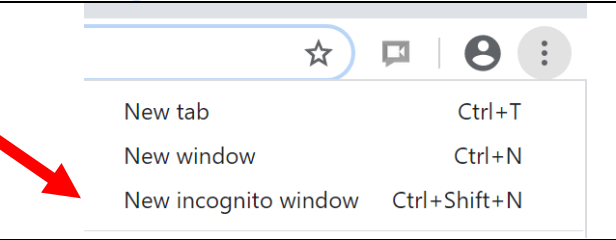
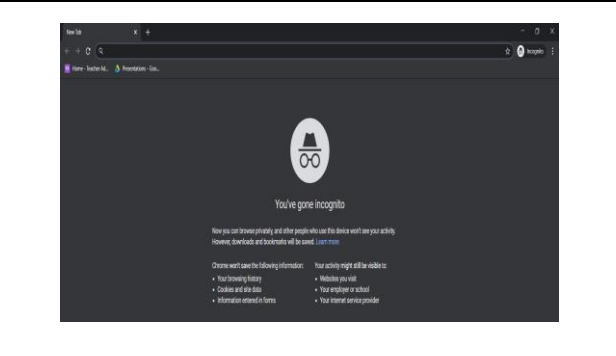
How to Access a Teams Audio Call

<p>1. Log into teams. Click the Teams icon down the left hand side of the screen</p>	
<p>2. Select the Live sessions Team</p>	
<p>3. You will see the scheduled meetings. Check the date and time and double click on the blue banner. You will be redirected to the scheduling screen.</p>	
<p>4. In the top right corner of the screen you will see a blue Join button. Click this.</p>	
<p>5. Before you join the call, please ensure your video is switched OFF. Now Click on Join Now.</p> <p>When you click join, you will wait in the 'lobby' until your team adds you to the meeting.</p>	
<p>6. When you are admitted to the call, mute your mic. This should remain off for the duration of the call unless you are asked to unmute.</p>	
<p>7. If you have a question, click the raise your hand button, this will alert your class teacher. We would ask that all P1-P3 pupils use this icon to ask questions.</p>	
<p>8. If you have a question you may wish to type it in the chat section. We would ask all P4-7 pupils to use this option if you have a question about the learning. When you click the chat icon. A chat icon will appear on the right hand side of the screen. Type your message in the chat screen. If your question is not answered during the call please don't worry, this will be reviewed by the class teacher after the call and posted in the General channel of the Live Sessions Team.</p>	
<p>9. To end the call you must click the End Call button.</p>	

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How to Log into more than one Team account on the same computer

Some of you are sharing a computer with a sibling. If so, you may find that it never fully logs you (or your sibling) out and you cannot see your work. You can use an Incognito Browser in Chrome to help with this issue.

1. Go to the vertical three dots in the top right-hand corner that is underneath the "X"	
2. Choose "New Incognito Window:"	
3. Your second window will look like this:	

You can open more tabs if you require. In each tab sign into Teams via Glow. You can now keep the tabs open and share a laptop without signing in and out of Teams multiple times throughout the day.

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How to log into Sumdog

Please use Google Chrome to run Sumdog.

Enter the website below into your search engine.

https://www.sumdog.com/user/sign_in



Type in your user name and password. Remember to take care of capital letters.

Once logged in you will see some challenges, competitions or assessments that have been set by your teacher. Please complete within the given timeframe.

Remember accuracy is key; you can use paper and pencil, counting blocks etc to support you if required.

USEFUL WEBSITES TO SUPPORT HOME LEARNING

GLOW

- <https://www.glow.rmunify.com/>
- All children from P1-7 have a GLOW log in and password.
- They have access to a range of different online resources through their individual log in.
- They also have access to Microsoft Office – including Word, Excel, PowerPoint etc.

Sumdog

Please use Microsoft Edge, Google Chrome or Firefox to run Sumdog; Internet Explorer does not support running all games.

- Sumdog – <https://pages.sumdog.com/pages/uk/>
- All children from P1-7 have their log in details for Sumdog.
- All log ins can be found in their Home-link Jotter.

Literacy and Language

- BBC (click on your child's stage - Early – P1, First – P2-P4, Second P5-7) – <https://www.bbc.co.uk/bitesize/primary>
- Oxford Owl – <https://www.oxfordowl.co.uk/for-home/>
- British Council – <https://www.teachingenglish.org.uk/resources/primary>
- Phonics Play (sounds and word blending) – <https://www.phonicsplay.co.uk/>
- BBC Learning – http://www.bbc.co.uk/schools/websites/4_11/site/literacy.shtml
- Oxford Owl Literacy and Numeracy – <https://www.oxfordowl.co.uk/welcome-back/for-home/reading-owl/kids-activities>
- Love Reading – <https://www.lovereading4kids.co.uk/kids-zone/>
- Doorway Online – <https://www.doorwayonline.org.uk/literacy/>
- Teach your Monster to Read- <https://www.teachyourmonstertoread.com/>
- ABCya - <https://www.abcya.com/>
- Duolingo (Modern Languages) – <https://www.duolingo.com/welcome>
- Lightbulb Languages - <https://www.lightbulblanguages.co.uk/resources-primary.htm>

Numeracy and Mathematics

- Sumdog – <https://pages.sumdog.com/pages/uk/> - children all have log in details
- BBC (click on your child's stage – Early – P1, First – P2-P4, Second P5-7) – <https://www.bbc.co.uk/bitesize/primary>
- Count on Us – <https://www.countonus.org.uk/resources/>
- Doorway Online – <https://www.doorwayonline.org.uk/number/>
- Snappy Maths – <http://www.snappymaths.com/>
- Maths Games – <https://maths-games.org/>
- Maths Week – <https://www.mathsweek.scot/activities>
- Topmarks – <https://www.topmarks.co.uk>
- Hit the Button – <https://www.topmarks.co.uk/mathsgames/hit-the-button>
- Transum Maths - <http://www.transum.org/Software/>
- Maths Workout - <https://mathsworkout.co.uk>
Username - Troon, Password – circle17
- ABCya - <https://www.abcya.com/>

Health and Wellbeing

- Go Noddle – <https://www.gonoodle.com/>
- Cosmic Yoga – <https://www.cosmickids.com/>
- Joe Wicks - https://www.youtube.com/watch?v=d3LPrhI0v-w&feature=emb_logo
- Jumpstart Jonny - <https://www.jumpstartjonny.co.uk/free-stuff>
- Imoves - <https://www.jumpstartjonny.co.uk/free-stuff>
- Think you know – <https://www.thinkuknow.co.uk/>
- Road Safety – <https://roadsafety.scot/learning/>
- Healthy Eating – <https://www.foodafactoflife.org.uk>

Science/Outdoor Learning

- National Geographical Kids – <https://kids.nationalgeographic.com/>
- Mystery Science – <https://mysteryscience.com>
- Crash course kids (science videos) – <https://www.youtube.com/user/crashcoursekids>
- Paw Print (challenge packs) – <https://www.pawprintbadges.co.uk/challenge-packs-6-c.asp>
- Nature Detectives – <https://naturedetectives.woodlandtrust.org.uk/naturedetectives/>
- Wow Science – <https://wowscience.co.uk/>
- BBC schools – http://www.bbc.co.uk/schools/websites/4_11/site/science.shtml
- Tig Tag – <https://tigtagworld.co.uk/mindmap/>

Computing and Coding

- Scratch – <https://scratch.mit.edu/>
- Blockly – <https://blockly.games/>
- Hour of Code - <https://hourofcode.com/uk/learn>
- ABCya Coding - <https://www.abcya.com/games/lightbot>
- Coding - <https://code.org/>

Arts & Crafts

- Red Ted Art – <https://www.redtedart.com/>
- The Imagination Tree – <https://theimaginationtree.com/stay-at-home-survival-guide/>
- The Artful Parent – <https://artfulparent.com/>

Music

- Chrome Music Lab - <https://musiclab.chromeexperiments.com/Experiments>
(please use Google Chrome to run this)

All areas

- Topmarks (Educational Online Games) – <https://www.topmarks.co.uk/>
- The Muddy Puddle Teacher (Outdoor Learning Ideas) – <https://themuddypuddleteacher.co.uk/>
- Twinkl (all curricular areas – printable worksheets, games and activities – 1 month free subscriptions for parents/carers - OFFER CODE – UKTWINKLHELPS) – <https://www.twinkl.co.uk/offer>
- Toy Theatre (Educational Online Games) – <https://toytheater.com/>
- DK Find Out – <https://www.dkfindout.com/uk/>