



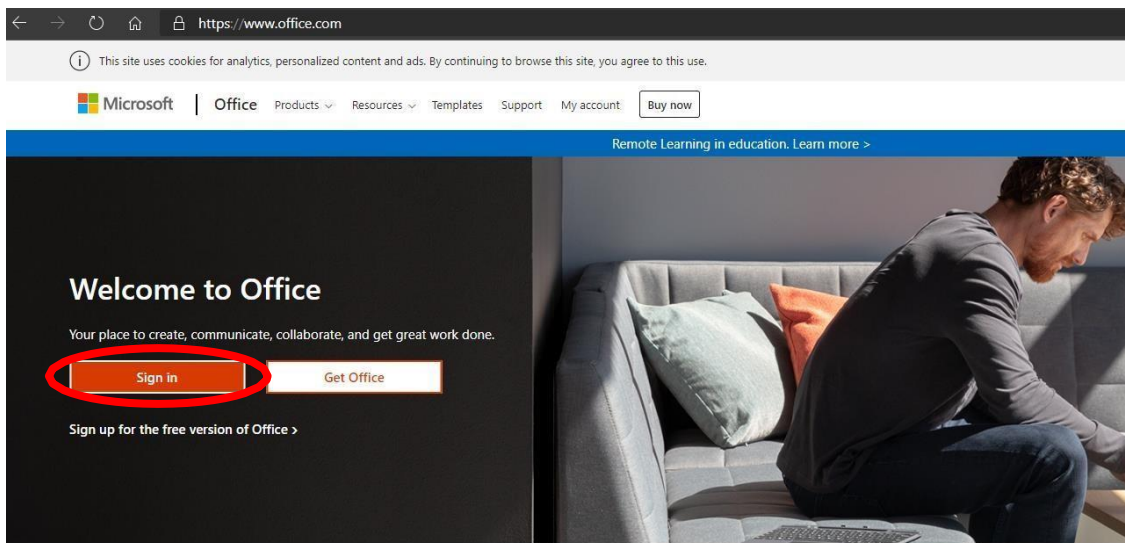
LEARNING WITH MS TEAMS

Contents

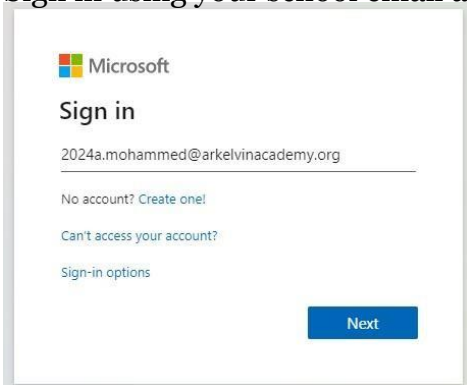
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Logging into MS Teams

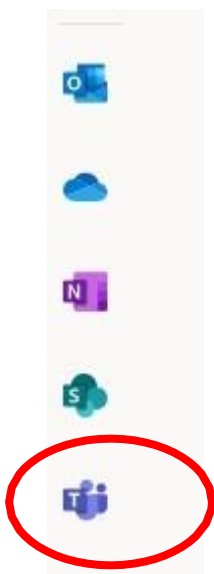
1. Go to www.office.com



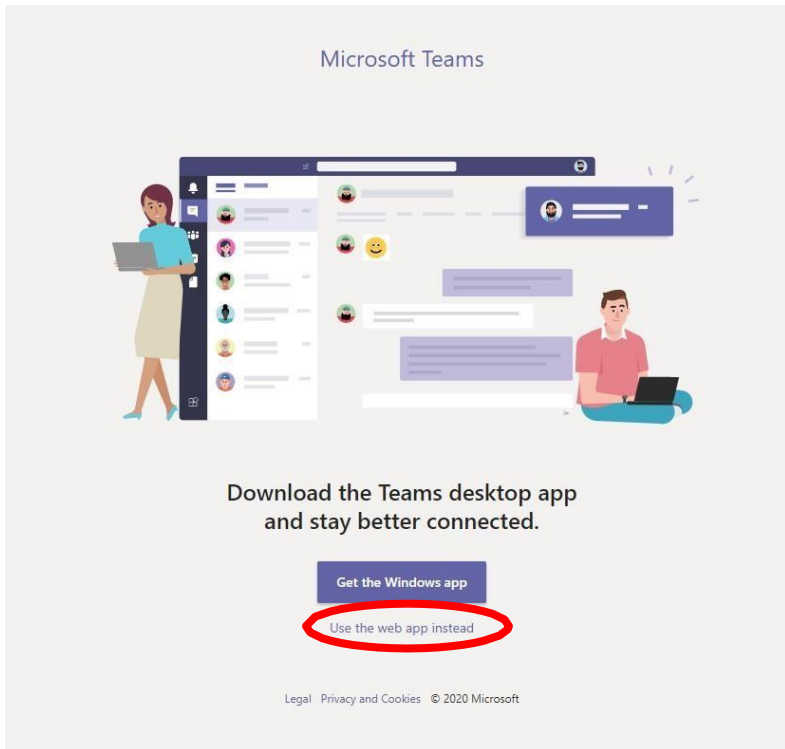
2. Sign in using your school email address and password



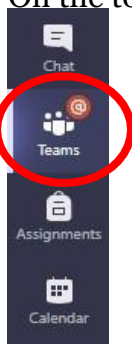
3. Click on Teams from the apps list



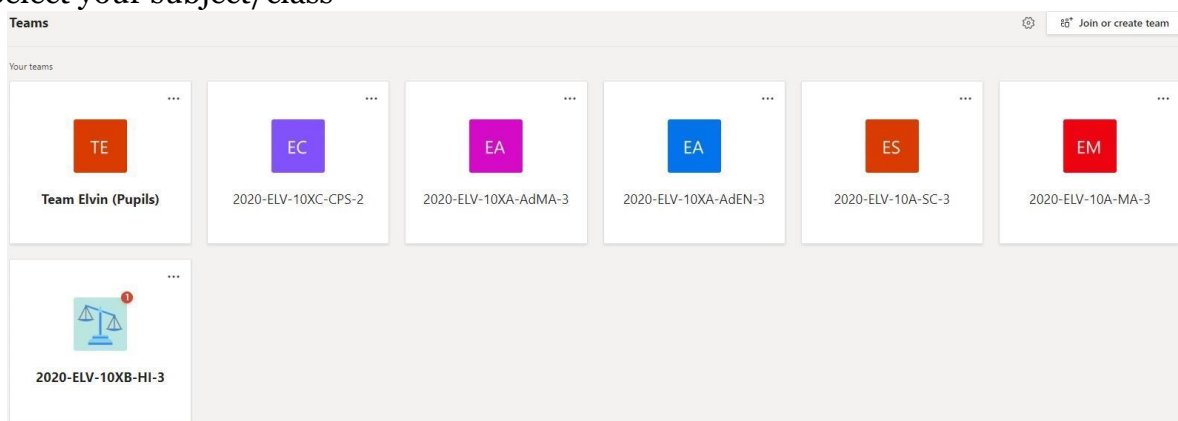
4. Click on “Use the web app instead”



5. On the toolbar on the left-hand side, click Teams



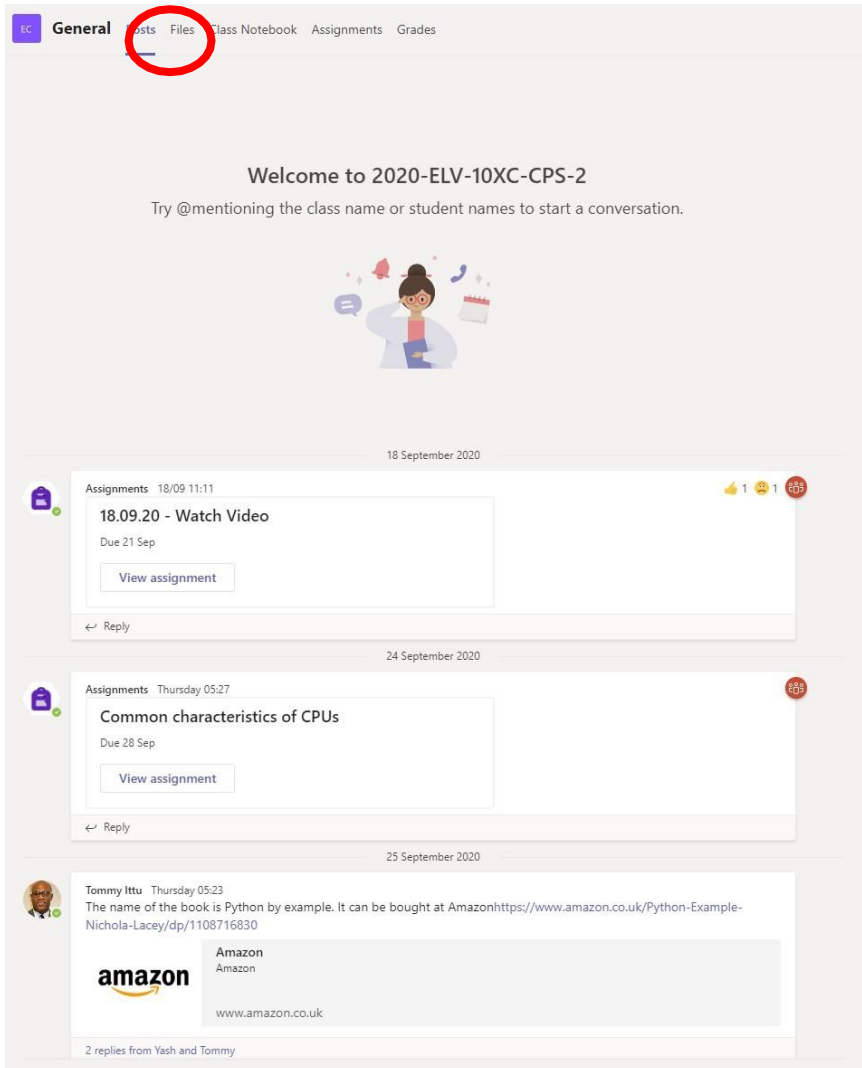
6. Select your subject/class



Areas within MS Teams

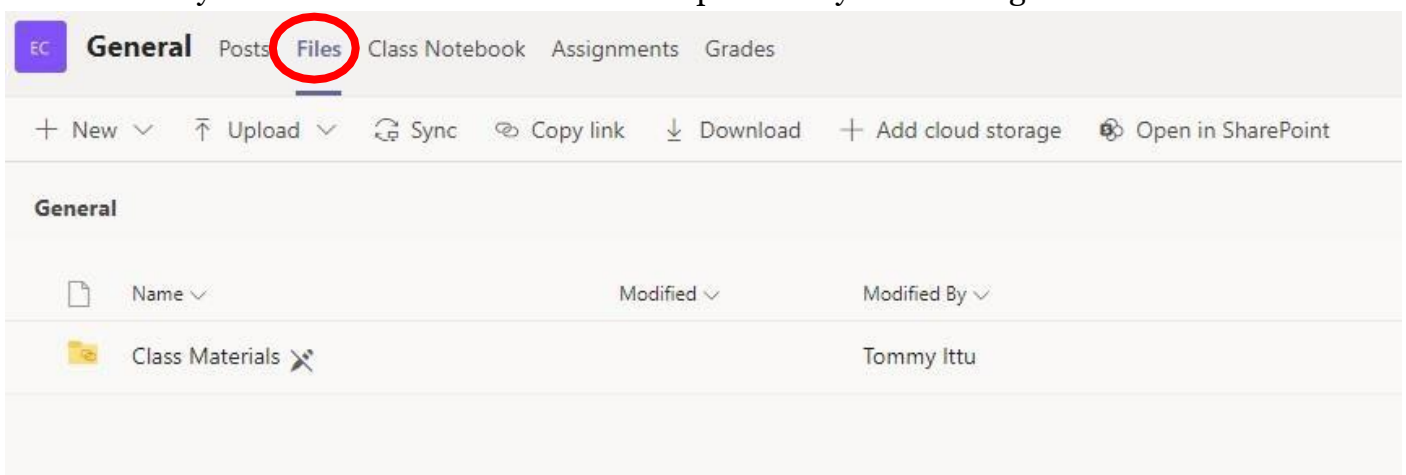
Posts

This is where you can communicate with your teacher and classmates. Your teacher can see everything you do here so make sure your language is formal.



Files

This is where your teacher will save some files required for your learning



Class Notebook

This is where you can access your class OneNote notebook. This will be important in some of your classes. If it is, your teacher will show you how to use it

General Posts Files **Class Notebook** Assignments Grades

File Home Insert Draw View Help Open in browser Tell me what you want to do

Calibri Light 20 B I U A Styles Tag

2020-ELV-10XC-CPS-2 Notebook

Welcome Untitled Page

> _Collaboration Space 21.09.21

> _Content Library

Alaa Mohammed

Classwork

Homework

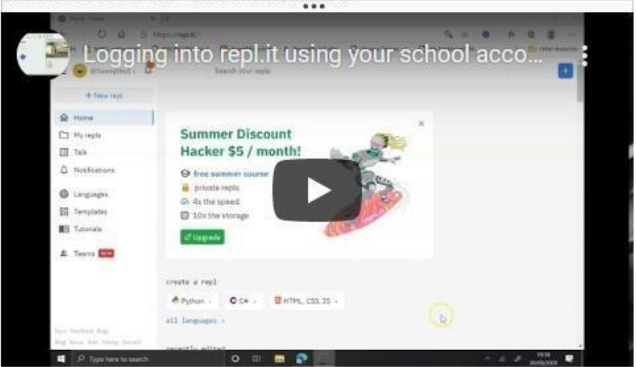
Programming

21.09.21

20 September 2020 19:01

Do Now

1. Watch this video and do what you see



3. Click <https://repl.it/classroom/invite/xb6woKd> to join our class
4. Run the following program. What does it do?

```
print("Ittu\n" * 20)
```
5. How do these two lines of code differ?

```
print("Ittu\n" * 20)  
print("Ittu" * 20)
```
6. What does `\n` do?

Task 1

Assignments

This will be important in some of your classes. If it is, your teacher will show you how to use it.

General Posts Files Class Notebook **Assignments** Grades

Assigned

18.09.20 - Watch Video
Due 21 September 2020 12:00 Past due

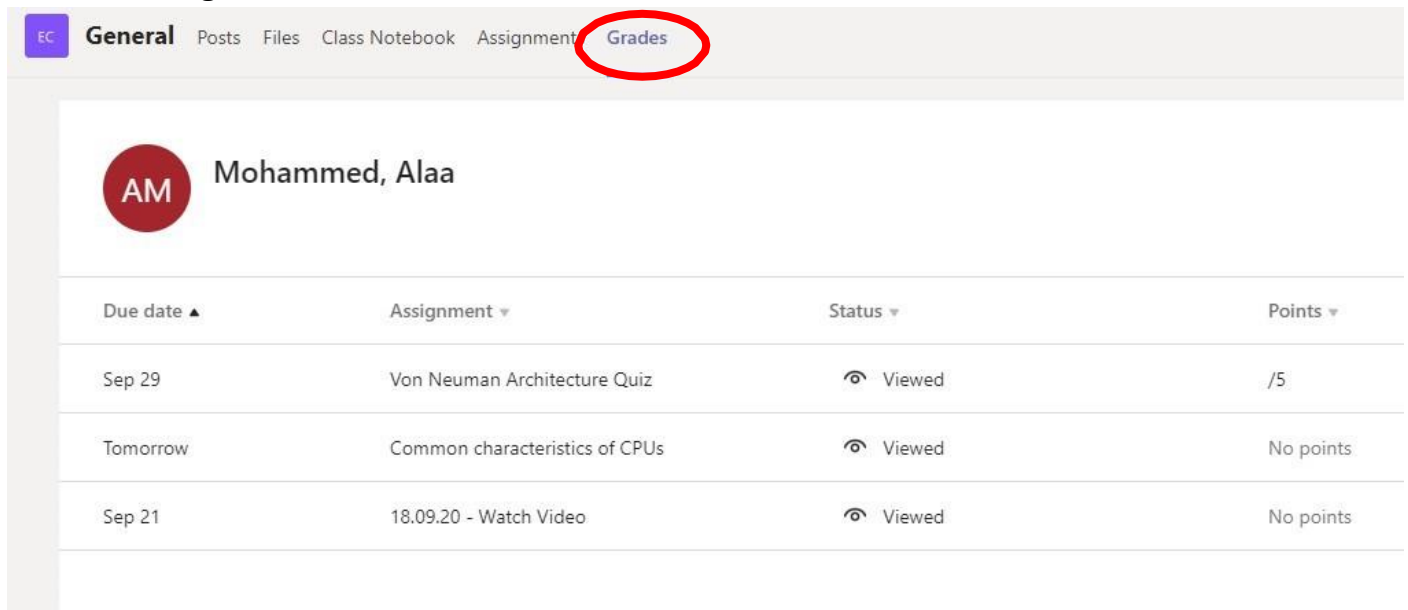
Common characteristics of CPUs
Due tomorrow at 23:59

Von Neuman Architecture Quiz
Due 29 September 2020 23:59 5 points


> Completed




Grades

This is where you will find grades for the assignments you have completed if your teacher sets them on MS Teams. Most assignments will be set through Satchel One and you will receive your feedback and grades on there.



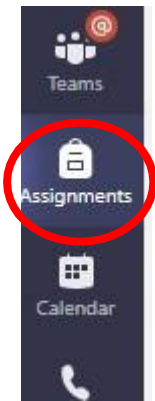
EC **General** Posts Files Class Notebook Assignment **Grades**

 Mohammed, Alaa

Due date ▲	Assignment ▼	Status ▼	Points ▼
Sep 29	Von Neuman Architecture Quiz	 Viewed	/5
Tomorrow	Common characteristics of CPUs	 Viewed	No points
Sep 21	18.09.20 - Watch Video	 Viewed	No points

Viewing Assignments

1. Click on **Assignments** in the toolbar on the left-hand side



2. Select the class/subject and click **Next**

Choose a class

3. Click on the assignment you wish to complete

2 2020-ELV-10XC-CPS-2

Assigned

18.09.20 - Watch Video Due 21 September 2020 12:00	Past due
Common characteristics of CPUs Due tomorrow at 23:59	
Von Neuman Architecture Quiz Due 29 September 2020 23:59	5 points

Completed

Completing your assignment

1. Click on the assignment you wish to complete to open it



2. Complete the quiz or type directly into the document

If it is quiz, just complete the quiz and click submit

4. The accumulator carries out all calculations *
(1 Point)

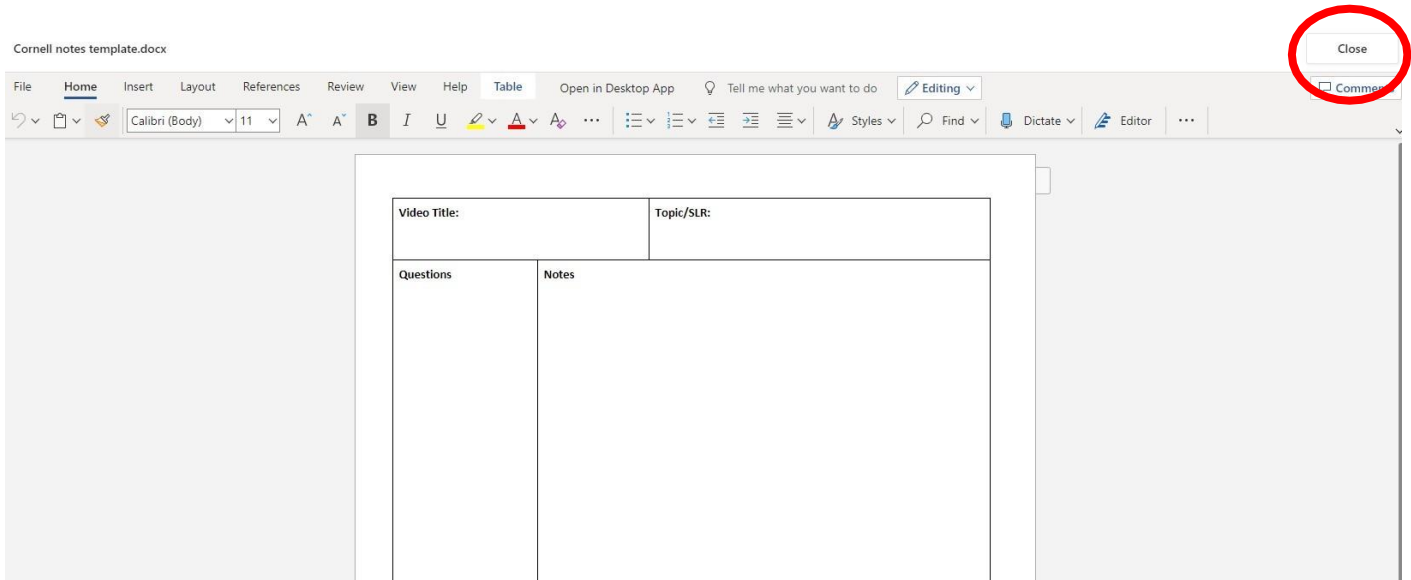
- True
- False

5. ALU stands for *
(1 Point)

- Arithmetic Logic Unit
- All Logic United
- Area Logic Unit



If it is a document. Type directly into the document. The document is saved automatically. You can close the document and return to it as many times as you wish before the due date



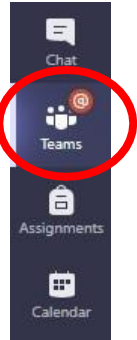
Submitting your assignment

When you finish the assignment, you **MUST** click **Hand In** or **Turn In**

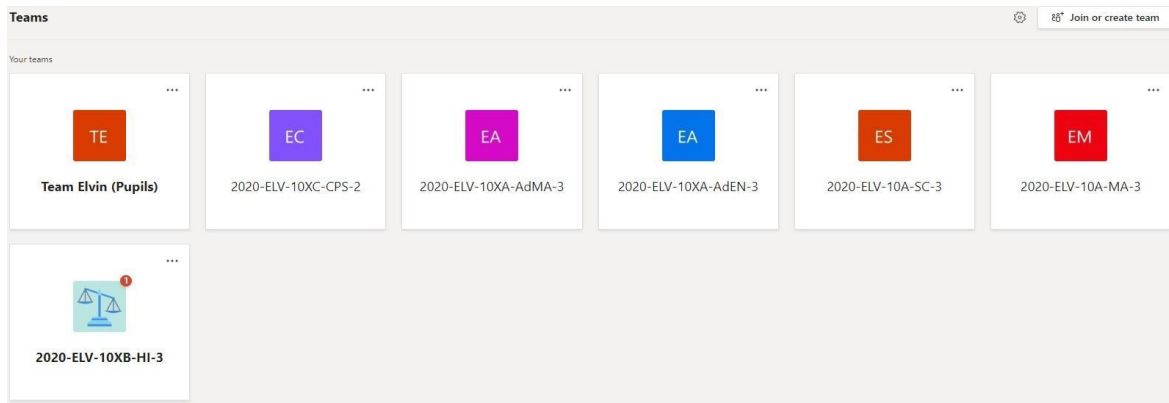


Joining a lesson

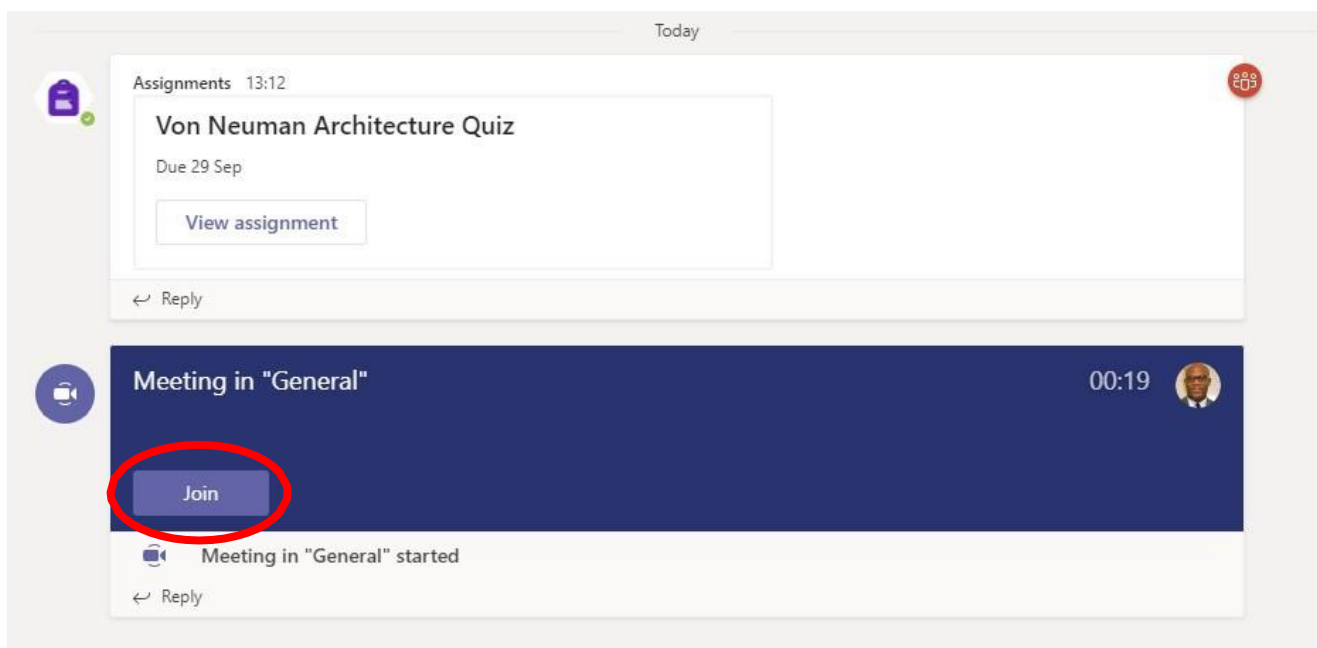
1. On the toolbar on the left-hand side, click Teams



2. Select your subject/class

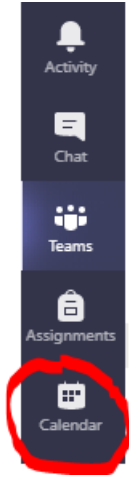


3. When your teacher starts a lesson, you will see a notification in the posts of that team/class. Click Join to join the lesson. Turn your mic and camera off. You can unmute your mc if your teacher asks you to.



Another option is to go via Calendar:

1. On the toolbar on the left-hand side, click Calendar



2. Choose a lesson you need to be in, click on it once, then click “Join”

