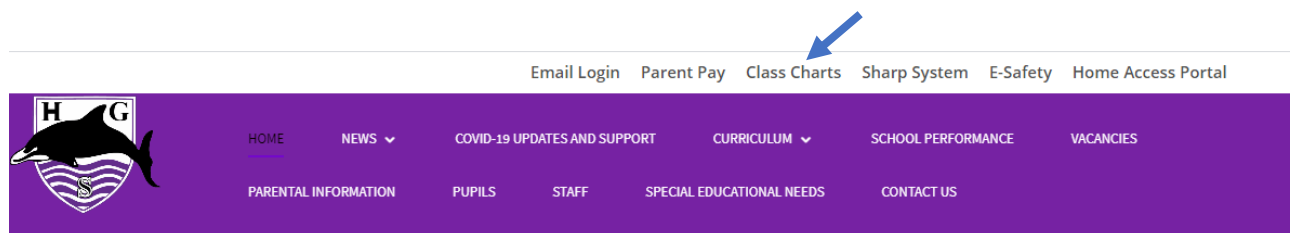


## Accessing remote learning at Hall Green School

### Class charts

All remote learning tasks are posted on Class Charts. To access this, go to the school website [www.hallgreen.bham.sch.uk](http://www.hallgreen.bham.sch.uk) and click on the link marked “Class Charts” at the top of the page.



When you get to the login page, select “student” or “parent”. If you do not have the login details, please email [enquiry@hallgreen.bham.sch.uk](mailto:enquiry@hallgreen.bham.sch.uk) saying if it is the student code or the parent code that you need.



Log in

Teacher Parent Student

Enter your email: [?]

Email address

Confirm your email:

Retype your email address

I already have an account

I don't have an account yet

Parent access code (supplied by school):

Access code

Your name:

Your name

Choose password:

Choose password

Retype chosen password:

Retype chosen password

By clicking the Log in button, you agree to our [Privacy Policy](#)

Remember me

Log in

AVAILABLE ON THE App Store

GET IT ON Google play

As a parent, if it is your first time, you should press “I don’t have an account yet”.

You will be asked to provide the following:

- An email address
- The access code (given to you by the school)
- Your name (or nickname)
- A password of your choosing

The login screen also contains a link to a free app called “Class charts parent” available on i-phone or Android so that you can access class charts through your phone if you prefer.

## Microsoft Teams

All online lessons are delivered using **Microsoft Teams**. This can be accessed using a desktop computer, a tablet, laptop, smartphone, Xbox or PlayStation, as long as you have an internet connection. You will need to have either loudspeakers or earphones. A microphone is desirable, but not essential.

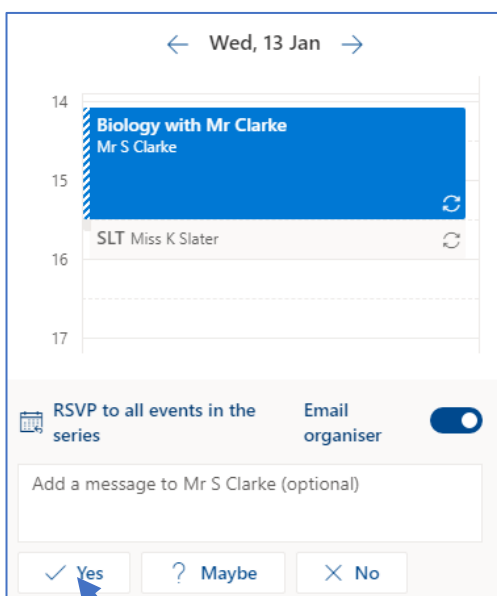
If you have forgotten your password or user id, please contact the school by phoning or by emailing [enquiry@hallgreen.bham.sch.uk](mailto:enquiry@hallgreen.bham.sch.uk)

### Accessing Microsoft Teams using a desktop computer, tablet, laptop or smartphone.

1. Type "Download free Microsoft Teams desktop app" into google and follow the instructions to download the Teams app. (There is also a simpler version which is included as part of Microsoft Office which you can use, but it has less functionality.)
2. Open your school email by going to the Hall Green School website and selecting "email login" from the blue band at the top of the page
3. Use the same username and password as you use for the school network

Your teacher will have sent you a link to join the lesson through your email. The email will look like this:

4. Click on RSVP



5. A screen like this will appear. Click on "Yes" to accept the meeting. This adds the meeting to your calendar.

When it is time for the meeting, a reminder will pop up in your email so that you can join the meeting.

### **Accessing Microsoft Teams using an Xbox**

1. Plug a keyboard into the Xbox USB slot.
2. Go to my games and apps.
3. Find and select Microsoft Edge.
4. Navigate to the Hall Green School website and select email login
5. Follow the link in the email that your teacher has sent you.

### **Accessing Microsoft Teams using a PlayStation**

1. Identify the PlayStation internet browser icon (WWW with dots around it).
2. Press the PlayStation logo on the controller.
3. Go to the library and find options for games and applications.
4. Go to applications and you will find the internet browser.
5. Navigate to Hall Green School website and select email login
6. Follow the link in the email that your teacher has sent you.

If you have both, tests carried out by our staff suggest that the process is quicker and simpler with an Xbox and that Playstation tends to run quite slowly on Teams, so we would recommend using the Xbox where possible. The following page gives a more detailed guide to using a PlayStation4 to access both Teams and Class Charts.

### **Access by smartphone + smart TV**

If you only have a smartphone, follow the instructions at the top of the previous page. You can get full access to the lesson using a smartphone, but the powerpoint slides used by the teacher will appear very small. One solution to this is if you have a **TV that you can cast to** (Chromecast, Amazon firestick, Apple TV or Android-enabled TV.)

Enter the Teams lesson as described above

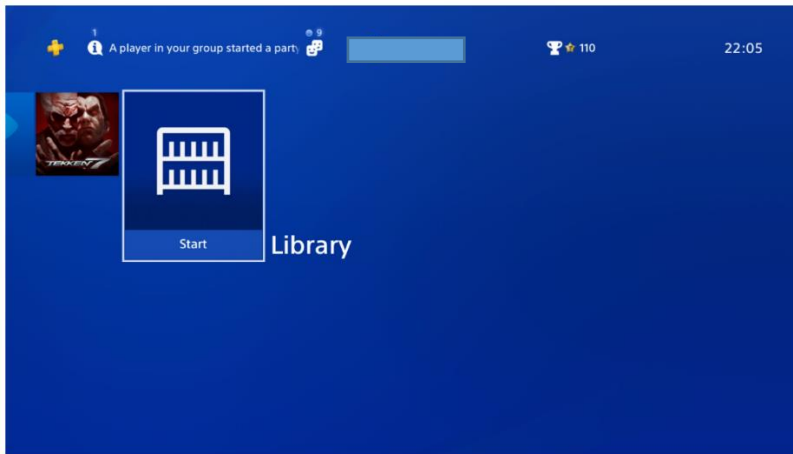
Go into settings on your phone and search for “cast”

This should then give you options on which device you would like to connect to – if your TV is suitable, it should come up as one of the options.

You would operate the buttons on your phone, but you would get to see the lesson materials on a much larger screen.

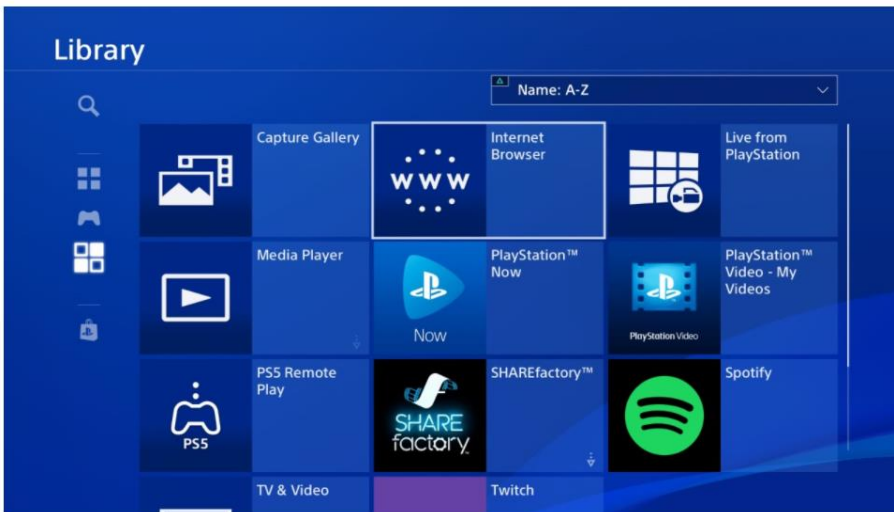
# Web Access via PlayStation 4

## 1 - Accessing the Web



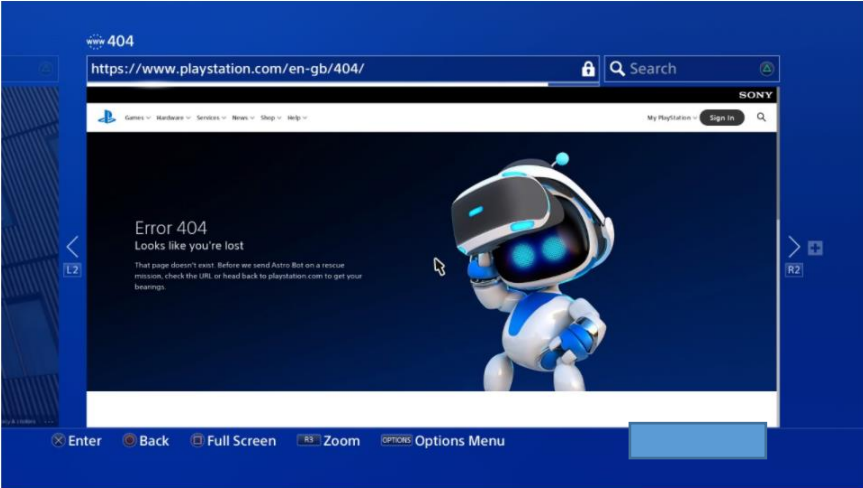
After turning on the console, navigate to the "Library" and press X.

Go to "Applications" and press X.

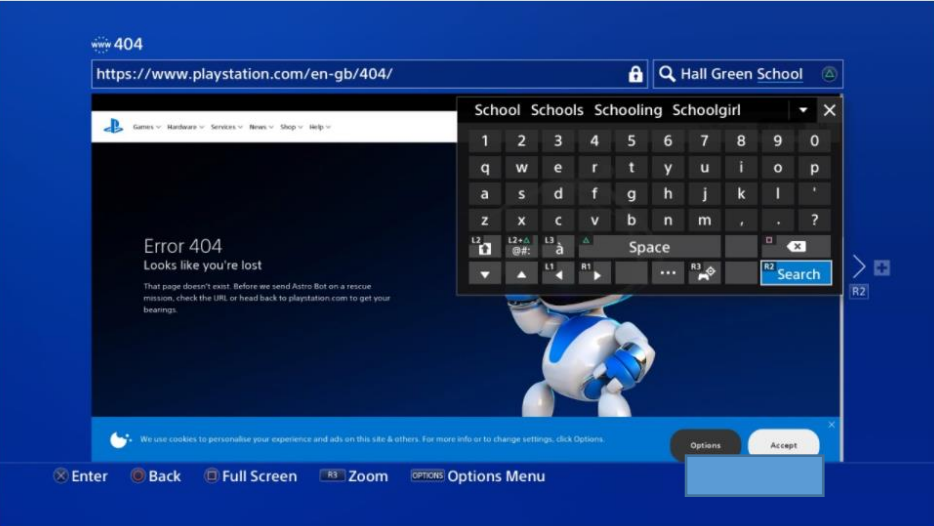


Find "Internet Browser" and press X.

From here, pressing  $\Delta$  opens up the Search Bar. This is the Google Search Bar.

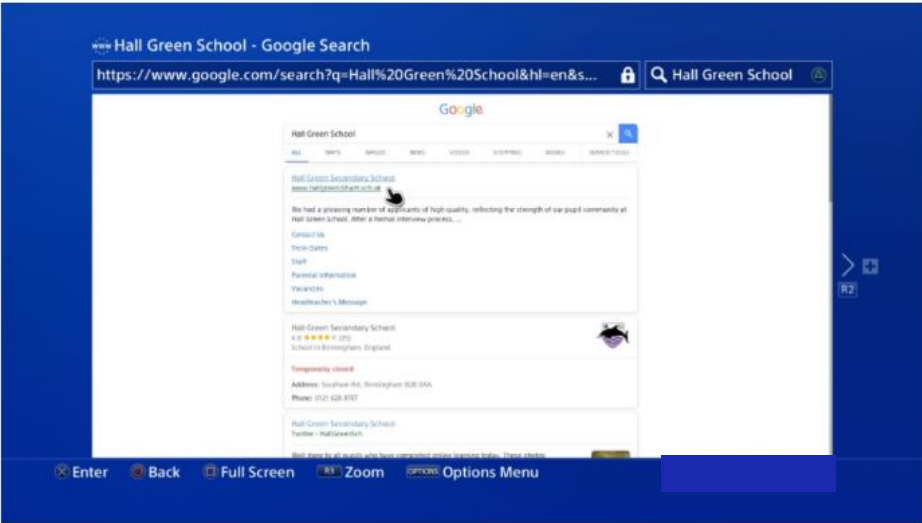


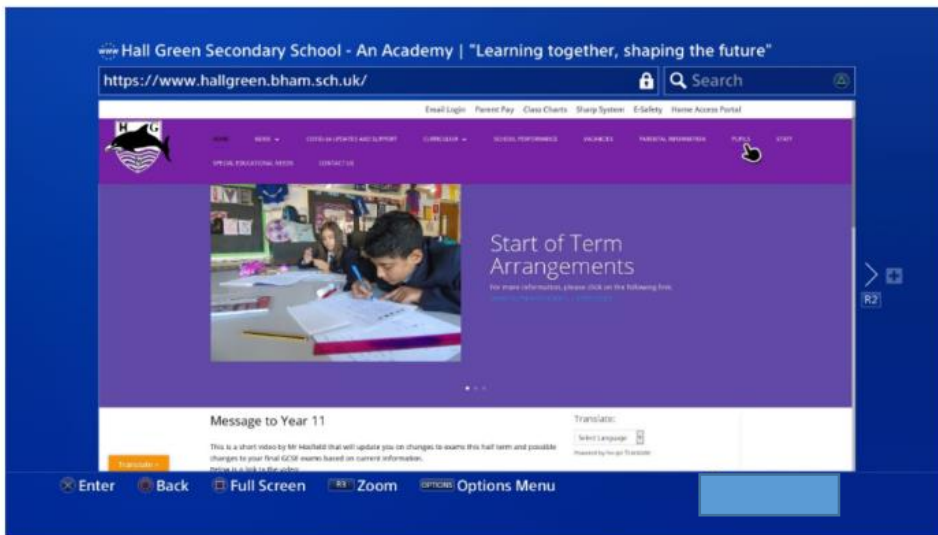
## 2 - Hall Green School



Search "Hall Green School" into the search bar and press R2.

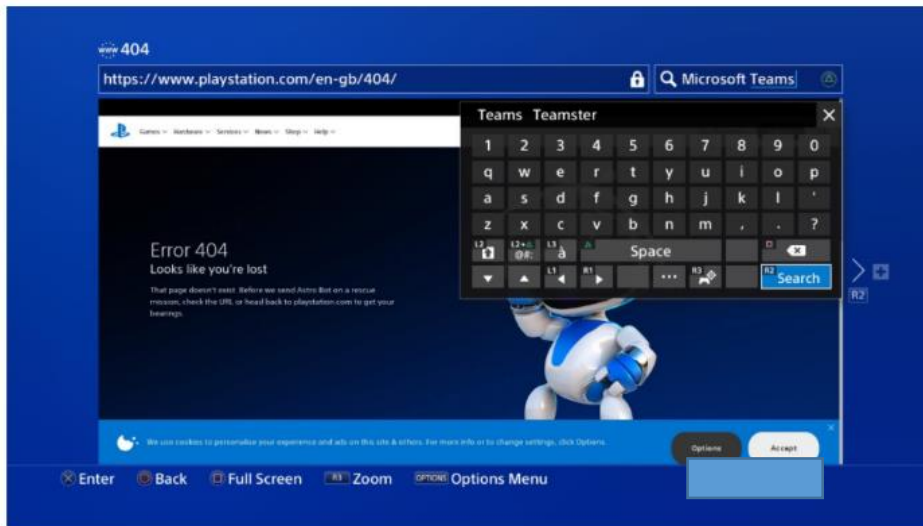
Press X on "Hall Green Secondary School".





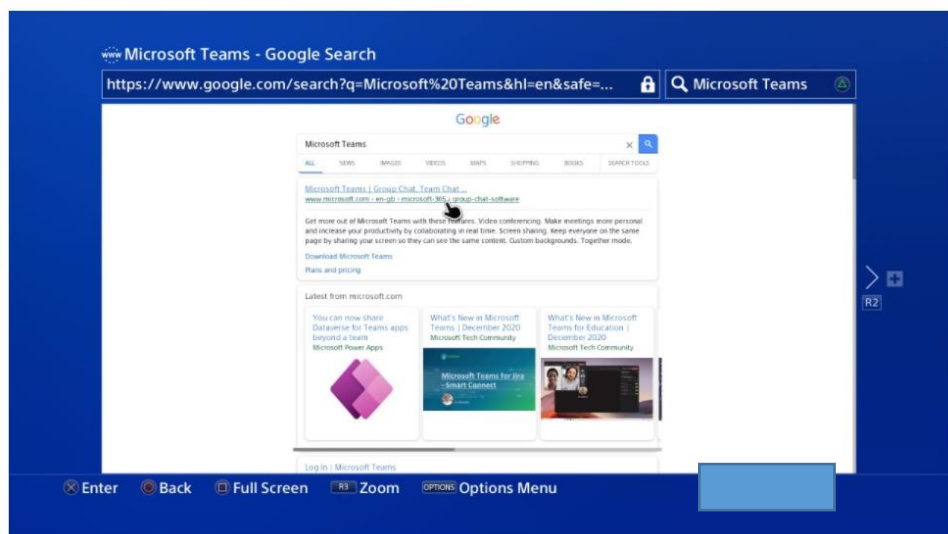
This takes you to the Hall Green School website. From here you can access everything as normal.

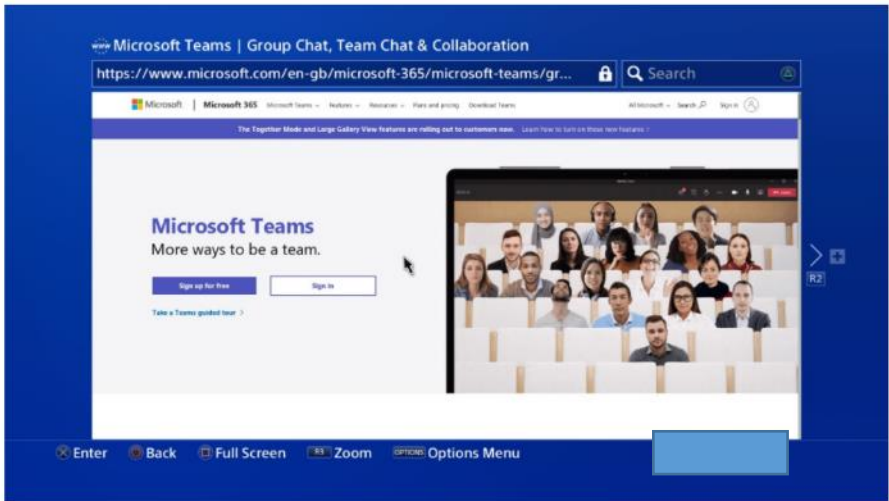
### 3 – Microsoft Teams



Search “Microsoft Teams” into the search bar and press R2.

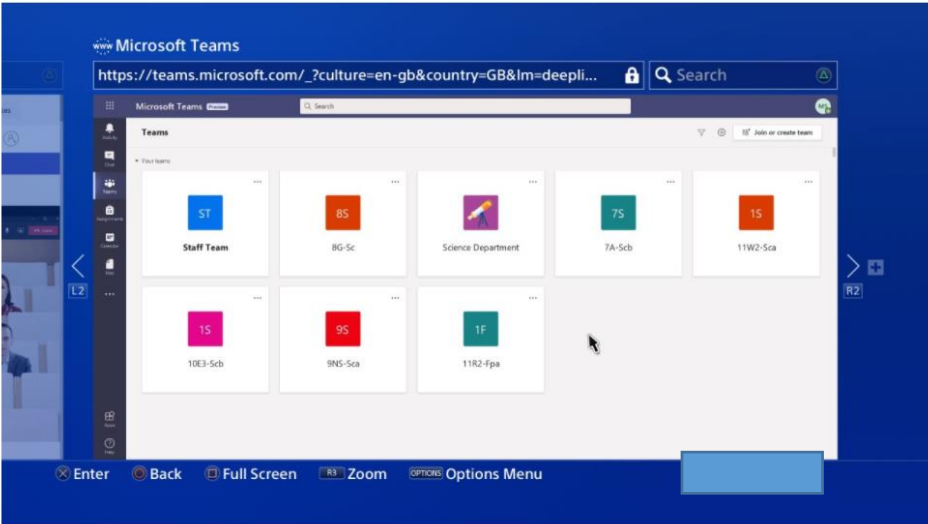
Press X on “Microsoft Teams”.



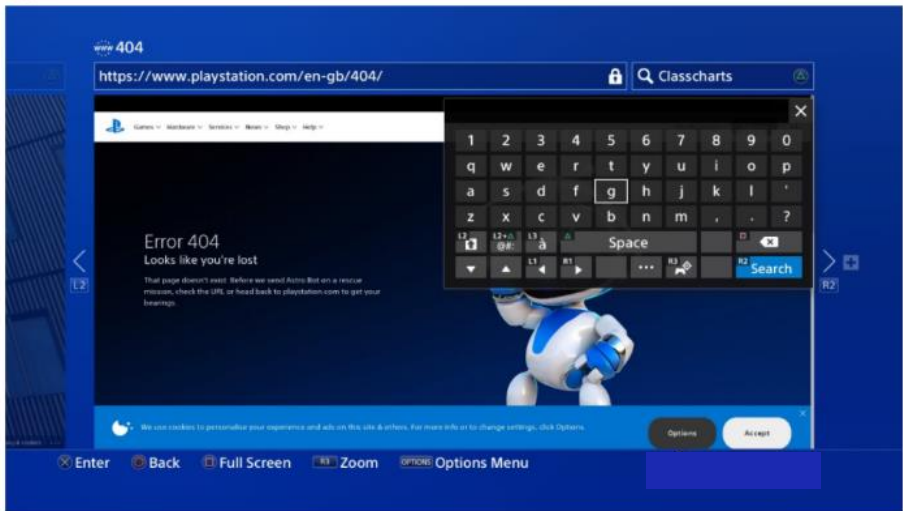


This opens up "Microsoft Teams". From here you can log in and join meetings as normal.

Here is the Teams menu.

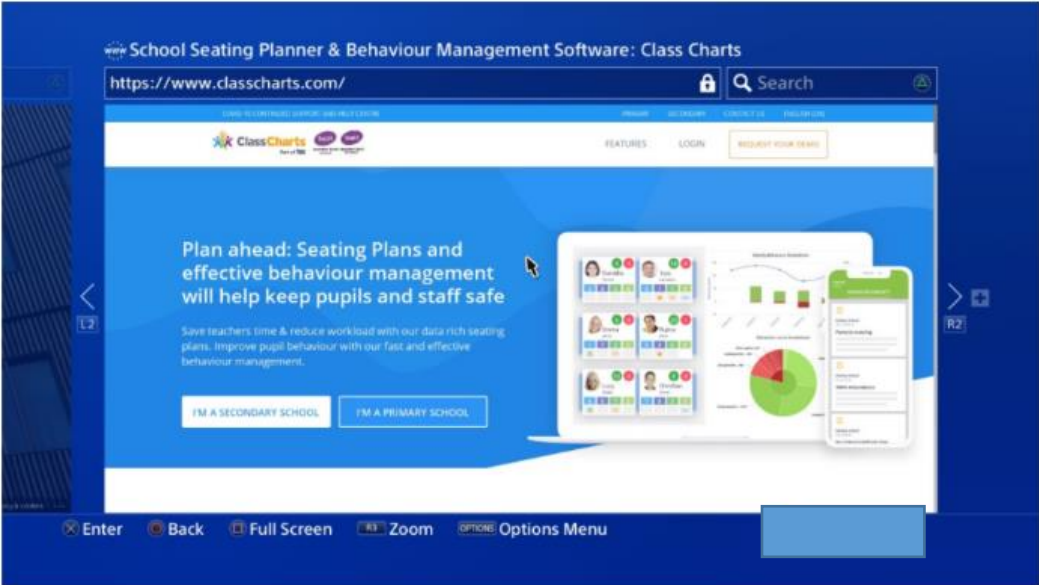
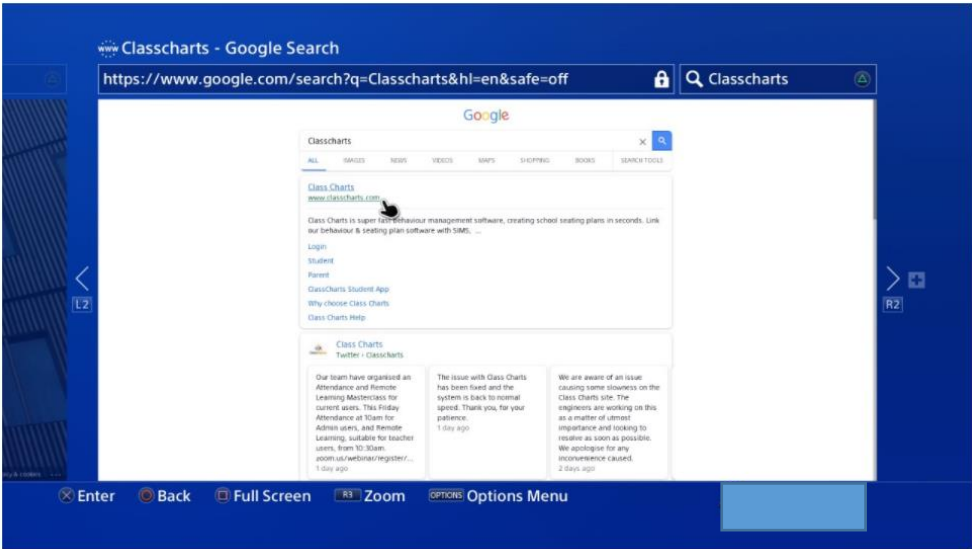


#### 4 - Classcharts



Search "Classcharts" into the search bar and press R2.

Press X on  
"Class  
Charts".



Here, you can  
access the  
Classcharts  
website as  
usual.