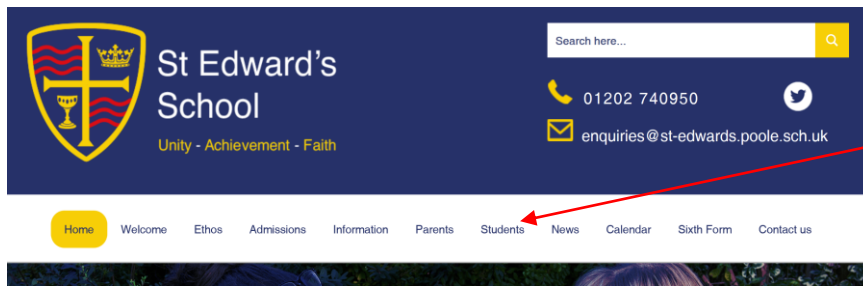


SharePoint Step by Step Guide

SharePoint is a secure way to store, organise, share, and access information from any electronic device. Departments use Sharepoint regularly to share resources with students and we will continue to use this platform to provide home learning work and resources in the event of a need for students to work at home.

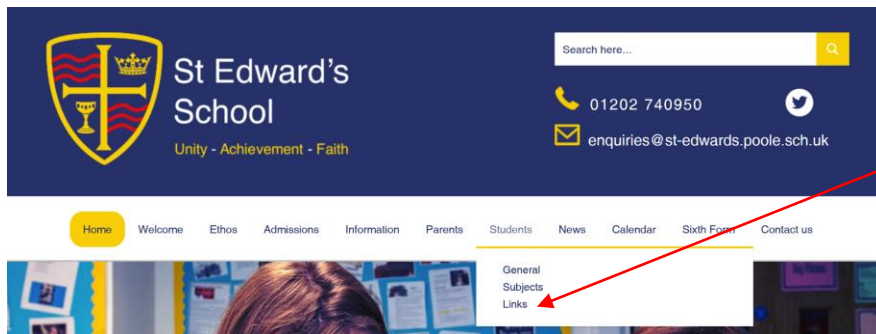
To access SharePoint from home students will need their school email and normal password.

1.



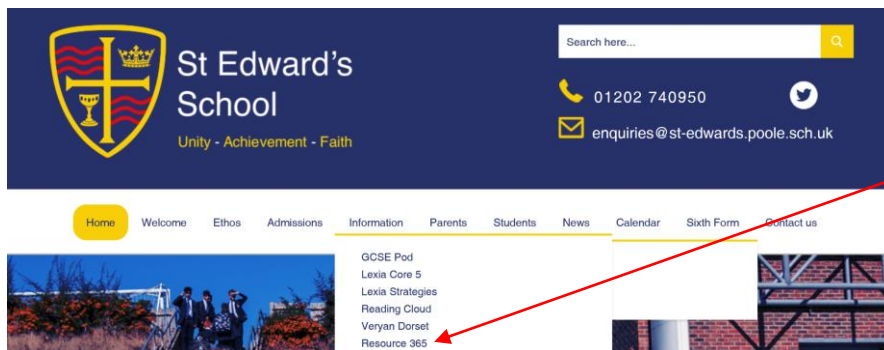
On the Main School website, click on the students' tab at the top of the page

2.



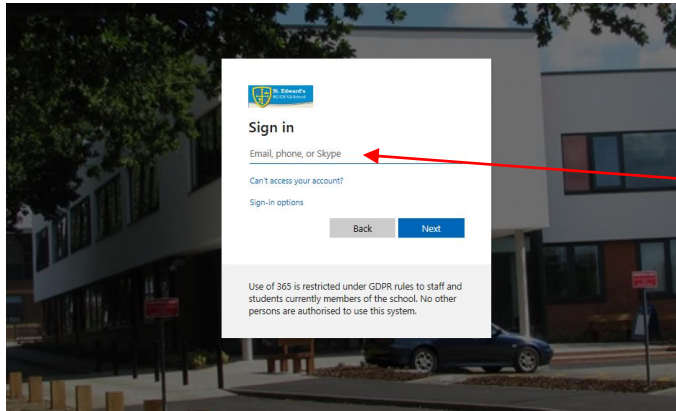
Select Links on the drop Down

3.



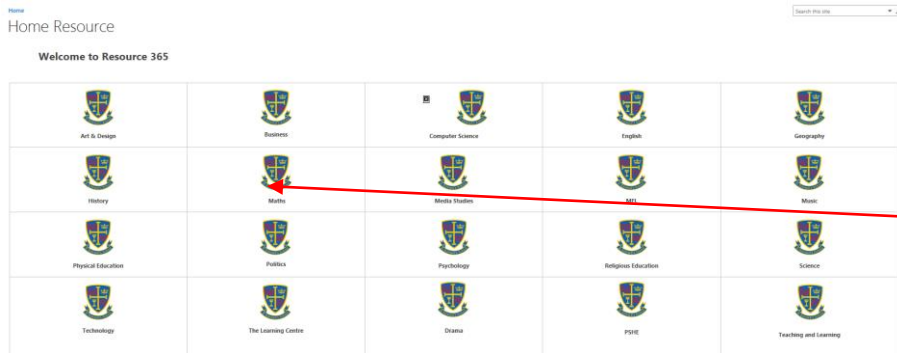
Select Resource 365

4.



Use your normal school email and password

5.



Click on the Department SharePoint that you are studying

6.



Select your Key Stage or Year Group
KS3 Year 7, 8 and 9
KS4 Year 10 and 11
KS5 Year 12 and 13

7.

Your subject teachers will direct students to the resources they need for each session and give them further information regarding the work to be completed.