



HOME ONLINE LEARNING GUIDE for MICROSOFT TEAMS and SOCIAL MEDIA

Microsoft Teams is a School District 83 Home Online learning platform for parents, students and teachers to communicate about learning opportunities. The use of teams by students is only for class use with a teacher at ALL TIMES.



MICROSOFT TEAMS is MONITORED by School District #83

Home online Learning
opportunity **BOTTOM LINES**

INAPPROPRIATE material and content in any media such as webpages, chats, images, video, GIFS, emoji's, etc.

Examples of **BOTTOM LINE** content/material:



- Drugs and alcohol
- Weapons
- Pornography/ Nudity
- Violence
- Abuse/ Bullying
- Profanity
- Racism/Discrimination

REPORT



Take a screen shot.

- Mac/iOS =command+control+shift+3 (puts an image on the clipboard for pasting in an email/document)
- PC/Windows= use the print screen button on a keyboard which puts it on a clipboard for pasting in an email/document



Students inform your parents



Students and parents email or contact your teacher and administration.

Parents will be notified and consequences determined in discussion with families and at the discretion and judgement of administration according to:

- School District No. 83 District Code of Conduct
- School District No. 83 Online Policies.