## Below are some commonly used apps by the school:



- Microsoft Teams: Primarily a collaboration app
- Teachers create groups for their classes to share assignments and links to class content
- Restricted for communicating internally only students & staff
- Outlook is the email app for the school
- You can use it activate accounts relating to logins of different services
- Share files with teachers
- Also used for contacting outside world



- Teachers create Notebooks for their respective subjects
- Collaborate with students
- Share theoretical content



- One Drive is a cloud-based storage service
- You can save all your schoolwork on one drive and access it from anywhere
- Can be used as backup
- Limit to storage is 1TB







## PowerPoint / Excel / Word

- Power point To create Presentations
- Excel To Create spreadsheet
- Word To create reports, notes

Note: You can individually download these applications and use it on your devices – Mobile / Tablets / laptop. This will give direct access and software will be installed on your device.