

USING A PLAYSTATION 4 TO ACCESS MICROSOFT OFFICE 365 AND TEAMS

- 1 HEAD TO YOUR CONSOLE'S LIBRARY AND CHOOSE THE OPTION FOR GAMES AND APPLICATIONS.
 - 2 SELECT APPLICATIONS AND CHOOSE THE PS4 WEB BROWSER.
 - 3 TYPE MICROSOFT TEAMS IN THE BROWSER AND THEN LOG IN TO YOUR ACCOUNT USING YOUR USERNAME AND PASSWORD
 - 4 THIS WILL GIVE YOU ACCESS TO ALL CONTENT ONLINE FOR YOUR CHILD'S HOME LEARNING, AS WELL AS WATCH LIVE SESSIONS
 - 5 YOU CAN ALSO USE YOUR HEADSET IF YOU NEED TO INTERACT!
-

USING A PLAYSTATION 5 TO ACCESS MICROSOFT OFFICE 365 AND TEAMS

- 1 HEAD TO USER AND ACCOUNTS IN SETTINGS OF YOUR CONSOLE
- 2 SELECT LINK WITH OTHER DEVICES AND SELECT TWITTER
- 3 YOU'LL THEN ACCESS THE WEB BROWSER, BUT YOU'LL NEED TO FIRST SELECT THE SMALL TWITTER LOGO IN THE TOP LEFT CORNER TO GET TO THE TWITTER UI.
- 4 LOG IN AND THEN YOU'LL HAVE FULL ACCESS TO WEB BROWSING ON PS5.
- 5 ONCE THIS IS DONE, SIMPLY FOLLOW THE PREVIOUS STEPS (STEPS 3-5 ON USING A PLAYSTATION 4) ABOVE TO ACCESS MICROSOFT TEAMS ON PS5.

USING AN XBOX TO ACCESS MICROSOFT OFFICE 365 AND TEAMS

- 1 PLUG IN A KEYBOARD VIA THE USB SLOT.
- 2 GO TO MY GAMES AND APPS.
- 3 FIND MICROSOFT EDGE AND SELECT IT.
- 4 TYPE IN OFFICE 365 AND LOG IN AS YOU WOULD IN SCHOOL
- 5 YOU CAN ACCESS YOUR WORK AS WELL AS USE KEY PACKAGES SUCH AS: WORD, EXCEL, POWERPOINT, TEAMS AND YOUR EMAIL