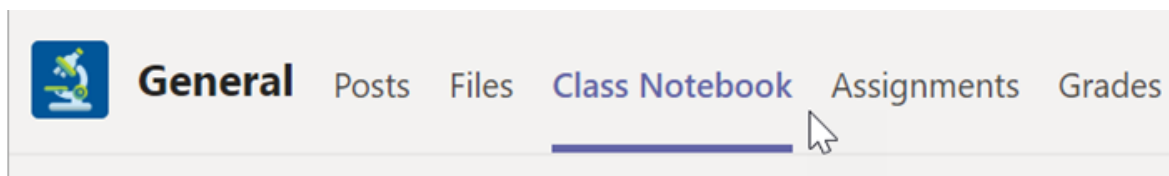


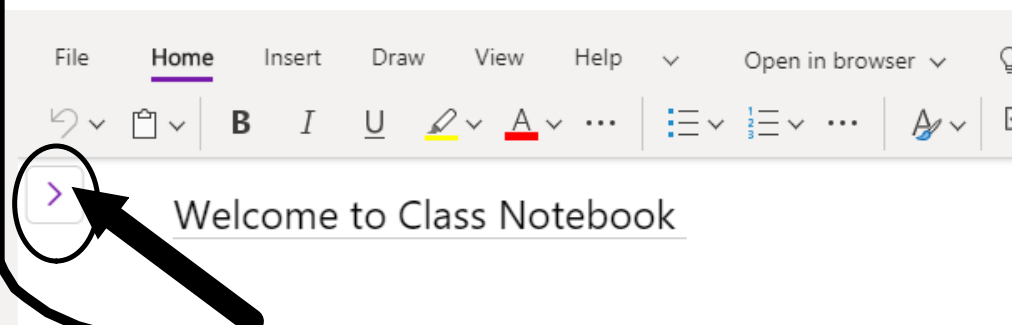
Accessing Class Notebook through Teams on a computer

On the **General** channel, go along to the tab that says **Class Notebook**

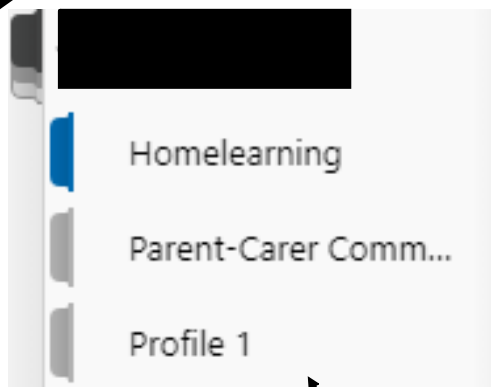
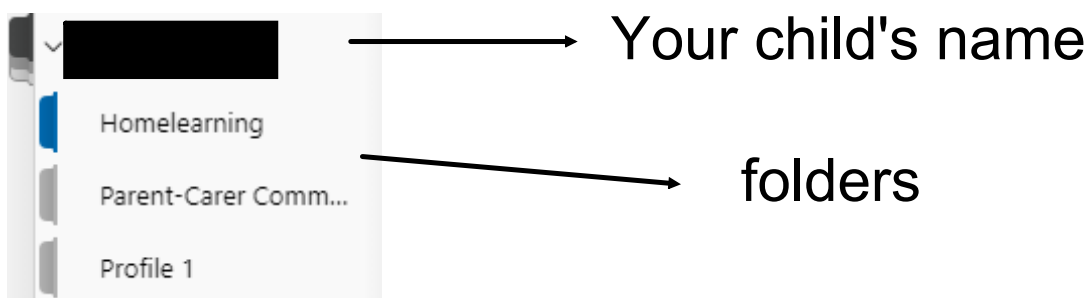


It may take Class Notebook a couple of minutes to open up.

It will look like this and you will need to **click the arrow** to see your child's folders.



You will then see your child's name. Click on your child's name and you will see the folders your child's teacher has created.



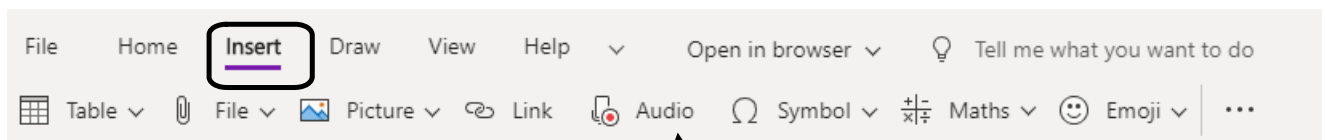
Your child's teacher will notify you when your child's profile is ready to view.

To access your child's profile, click on the folder that says Profile 1

Your child's name

Untitled Page

You will then see a page with your child's name on it that contains your child's profile.



To make any comments you can click anywhere on the page and a text box will appear for you to type in.

If you click the **'Insert'** tab there is an option for you to upload a photo if you wish.

You can also click **'Audio'** if you would like to add a voice recording.

Links to video instructions

**How to access Class Notebook on an
ipad:**

 <https://youtu.be/4ItaBxpKEml>

**How to access Class Notebook on a
computer:**

 <https://youtu.be/DShJ87nQvDs>