Accessing Teams Meetings, Sparx and Bedrock - Student Guide

Accessing Teams

- 1. In your web browser (Chrome, Firefox, Edge or Safari), go to https://teams.office.com.
- 2. Log in using your Horizon e-mail address (<u>username@horizoncc.co.uk</u>) and your school password.

You should see something like this:

	Microsoft Teams	Q, Search					
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	10	нс	00	7C	52	S2	S2
>	Maths Staff Team	Horizon CC Staff Team	Computing Staff Team	7LCc - ComputingCitizenship	7HCc - ComputingCitizenship	8E1Cc - ComputingCitizenship	7TCc - ComputingCitizenship
	-						
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	S2	S2	52	S2	52	52	S2
	9C3Cc -	71Cc -	8A2Cc -	9G3Cc -	9A23Fr - French	11ASAMa - Mathematics	10A3Ma - Mathematics

If not, click on the Teams icon to the right, or the 'All Teams' link at the top left. This should bring you to the menu above.

- 3. If you're joining an assembly, click the option for the year group you are in:
 - Class of 2024 for Y10
 - Class of 2025 for Y9
 - Class of 2026 for Y8
 - Class of 2027 for Y7

If you're joining a live lesson, select the subject you are studying.

When the meeting starts, you'll see this:



Click on 'Join'.

4. You'll see this screen:

Choose your video and audio options						
	Computer audio					
N	Custom Setup					
Your camera is turned off						
	& Phone audio					
	C Room audio					
🕅 🕅 Background filters	💭 Don't use audio					
	Cancel Join now					

Your camera and microphone will be turned off by default. Click 'Join Now'.

5. You'll now see your live lesson or meeting (see below)!



6. If something isn't working, contact <u>info@horizoncc.co.uk</u> for help, and we'll get it sorted.

Accessing Sparx Maths

- 1. In your web browser, go to www.sparxmaths.co.uk/student
- 2. At the 'Select Your School' page, start typing 'Horizon' click on 'Horizon Community College' when it appears.
- 3. You should now see this:

X Student Log In		
	You're logging in to Sparx at Horizon Community College. <u>Not your</u> school?	
	Log in to Sparx using Microsoft	
	or	
	Use your Sparx log in	
	Username:	
	Decward	
	rassworu.	
	Forgotten Sparx login details?	
	New Sparx user?	

4. **Click on the orange button to log in.** If you are asked for your log in details, these are your Horizon e-mail address (username@horizoncc.co.uk) and your school password.

Sparx Homework
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You should then see something like this:

You can now complete your Sparx Maths home learning.

Accessing Bedrock

- 1. In your web browser, go to app.bedrocklearning.org
- 2. You should now see this:

C Q A http://app.bedrocklearning.org		Guardian sign up	A ^N to	£≞ G	è
	Welcome to Bedrock Learning				
	Username				
	Password Sign in				
	Or log in with Or log in with Or log coopie				

3. Click on the Office 365 button. If you are asked for your log in details, these are your Horizon e-mail address (username@horizoncc.co.uk) and your school password. You should now see this:

Bedrock Learning		۵,	ing out
	Welcor	ne back	
	What would you I	ike to learn today?	
	P		
	Vocabulary	Grammar	
	Learn the academic language you need to succeed.	Learn about the way we arrange language to show meaning.	
	Lefts go	Lot's go	

You can now complete your Bedrock home learning.