A Step-by-Step Guide Using a Phone or Tablet

Logging into Microsoft Teams (Step 1)

1. Download the app “Microsoft Teams” from the App Store on iPhone and Android.
2. Sign in using your Clever ID plus your birthday as your password (MMDDYYYY). The same as your Clever password. Ex: 01142009
3. Enter your Clever password. Ex: 123456@student.scsk12.org
4. If this screen pops up, scroll to the bottom and click “Cancel”.
5. Click “Next” three times and officially in “Teams”!
6. Congratulations!

Same as Clever!

Enter your birthday as your password (MMDDYYYY). The same as your Clever password. Ex: 01142009

If this screen pops up, scroll to the bottom and click “Cancel”.

See Step 2.

Click “Cancel” to bypass the security questions.

Sign in using your Clever ID plus

Example: 123456@student.scsk12.org

Same as Clever!

Congratulations!

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Congratulations!
Joining a Team (Step 2)

A Step-by-Step Guide Using Your Phone

1. Click Teams at the bottom of the Teams App

2. At the top corner hit the icon with the two people and the plus sign.

3. Click “Join a team with a code”

4. Enter the code that is on the Kate Bond Middle Virtual School Website. Then press join to enter the Virtual Team.
Joining a Meeting in Teams (Step 3)

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1. Click on Teams after you join your Virtual Class in Teams.

2. 1. Find your virtual classroom.
   2. Click on “General”

3. 1. Click “Posts”
   2. Find the meeting and click “Join”