LOGGING INTO TEAMS

Directions for Logging into Microsoft to Get Assignments:

1.  Go to [**https://portal.office.com/**](https://portal.office.com/)

2. Sign in with your username and password

3.  Select Teams

4.  Click on the Files tab at the top

5.  Assignments are in the individual file folders for each subject area.

Below you can also click on the link to find a student user guide to help nagivate Microsoft Teams to complete assignments.

[**Student User Guide**](https://www.slps.org/cms/lib/MO01001157/Centricity/Domain/783/TEAMS%20Student%20User%20Guide.docx)