

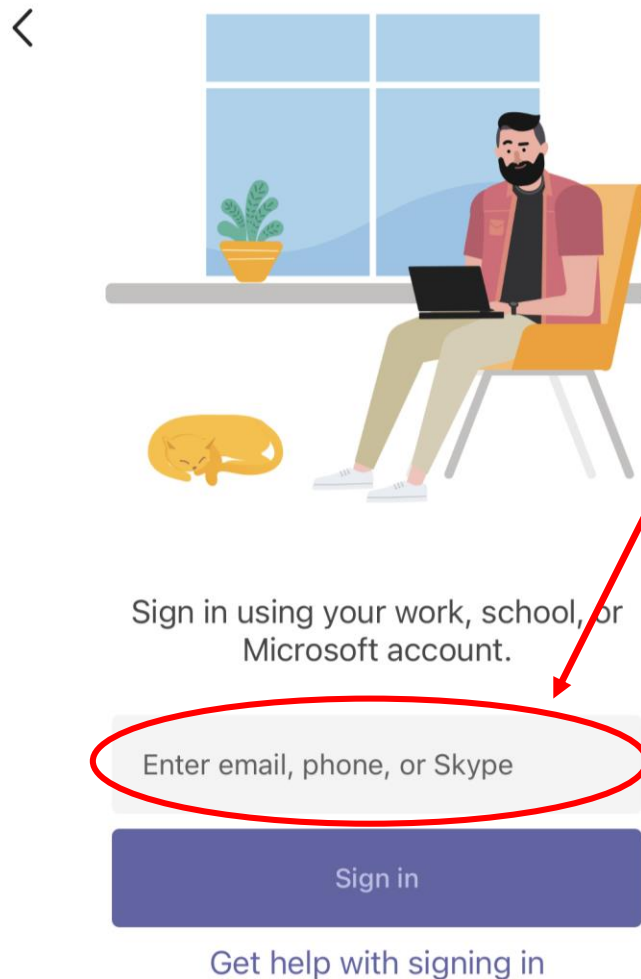
Logging on for Teams lessons (Live Events)

You should make sure that you are able to log on by the end
of Wednesday 20th Jan

If you do not know your username and password, please
contact:

ictrequests1@theacademycarlton.org

Logging in to Teams



- When you log into Teams you will be asked to enter a username.
- This will be your: A0XXXX@theacademycarlton.org (you must write the whole address not just the A0XXXX part of your username.)
- You will then be taken to the following screen (next slide)



Sign in

Username or Email Address (required)

Enter the username or email address: @carltonacademy

Password (required)

Enter the password

[I have forgotten my password](#)

Remember me

Sign in

[Find out about RM Unify](#)

- Your username should already be in the Username and Email Address (required) box.
- If not enter your A0XXXX@theacademycarlton.org
- Your password will be the password you normally use to log on in school unless you have had this reset by ICT support
- Click the Remember me