How to login to WeLearn, and access emails and Teams:



STEP 1: On your browser, go to www.welearn365.com

STEP 2: From the dropdown, choose Heathcote Primary School, and click GO>





STEP 3: Use your welearn email id and password to log into Microsoft Office



STEP 4: Once you login and get to this page, click on Email



STEP 5: Your Teams invitation email will look like this:

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STEP 6: Scroll to the bottom of the email where it says 'Click here to join the meeting' - you will need to click on this at the scheduled meeting time



This should open Teams up in your browser or app if you have it installed.