

Ideas for standardised Technology information

Training for all staff

- 2FA (Authenticator app and phone number)
- iSAMS (installed on phone if staff want)
- SOCS
- MyPortal
- Google and Edge browsers – shortcuts for key websites have been added (not sure if this is just for senior teachers)

Training for specific school's teachers

Senior	Junior	Infant
Teams – classes and department planning	Google Drive – Lesson Planning/ Recourses	ClassLink – dashboard to all online resources and subscriptions. Uses SSO system
OneNote – classes and department planning	Google Classroom - LMS	Google – used as browser and for all key bookmarks
OneDrive – how to share	Seesaw – Student journals, creating and assigning Activities	Seesaw – Student journals, creating and assigning Activities
SharePoint – linking to OneDrive and seeing it in Windows Explorer		SharePoint – link to one drive. Houses all Infant school admin documents and planning
Windows tablet devices	MacBooks / iPads	MacBooks / ipads
Connecting via wired dock and wireless dongle		

Devices in the School:

- Teaching Devices (eg. laptops, iPads, Visualizers, etc.)
- Screens / Projectors / TVs etc. (Different in each school)
- Available devices for students to use (eg. Computer Labs etc, different in each school)
- Printers (Accessing printers information)

Technology in the Classroom:

- Connecting to your Projector
- Accessing school email (2-factor authentication info)
- Accessing the register (iSams Microsoft SSO info)
- Accessing Lessons (Different in each school)
- CCAs (SOCs)

Additional Support Contact

- Email to Infrastructure Technology
- Emails to Heads of Integrated Technology Departments