



How to set up your child's Teams account

1. Ensure you have your child's email address and temporary password to hand. This was sent out recently from Learn-AT.
2. Open a browser (Chrome is recommended) and visit www.office.com
3. Click on the Sign in button on the left hand side of the page.
4. Enter your child's email address.
5. Enter your child's temporary password.
6. Choose a new, permanent password for your child's account.

You have now set up your child's Teams account.
Simply use these details to sign into Teams.