

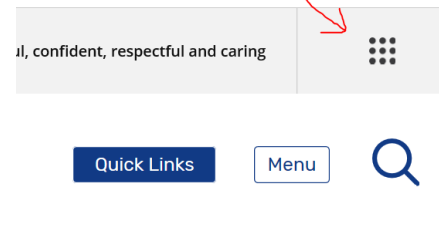
Hello Lakie Families,

GS Lakie staff have been working hard to come up with solutions to deliver curriculum online in the weeks to come. Through Office 365 students have access to [MS TEAMS](#) which is an online learning platform where we can offer resources, assignments, video instruction, hold online meetings and much, much more. Please remember that this is new to all of us and we will go down this path together.

Should have ANY questions at all about accessing TEAMS please contact the school or email your teacher directly and we will do our best to get you started.

Here are steps to access [MS TEAMS](#):

1. Go to our school website www.gsl.lethsd.ab.ca
2. In the very top right-hand side click on the 'waffle' and choose MS TEAMS
3. The alternative is to use the QUICK LINKS and access OFFICE 365 as you have in the past, using the 'waffle' from there to select MS TEAMS.
4. You will be prompted for your Microsoft user/password. This is the same user/password that you have used at school.



It is your FIRSTNAME.LASTNAME##@lethsd.ab.ca
(## being the year you will graduate)

5. Please contact the school if you have any issues at all. The office will be able to assist you with your user/password

Let's all choose our attitude and be there for each other. This is your new online classroom. We need to all be good digital citizens.

- Respect yourself and respect each other at all times.
- Lakie does have a Digital Citizenship Agreement. Please refer to it if you have any questions at all.
- Everything you post is associated to your username. You will be held accountable for everything you post.
- Please do not 'spam' or post random comments to your TEAMS. This is like your classroom. Only post relevant content to the questions and assignments.

ASK QUESTIONS of your teachers and peers. Online learning is new to all of us. Please be patient and don't get frustrated. We are all here to help you.

GS Lakie Staff