

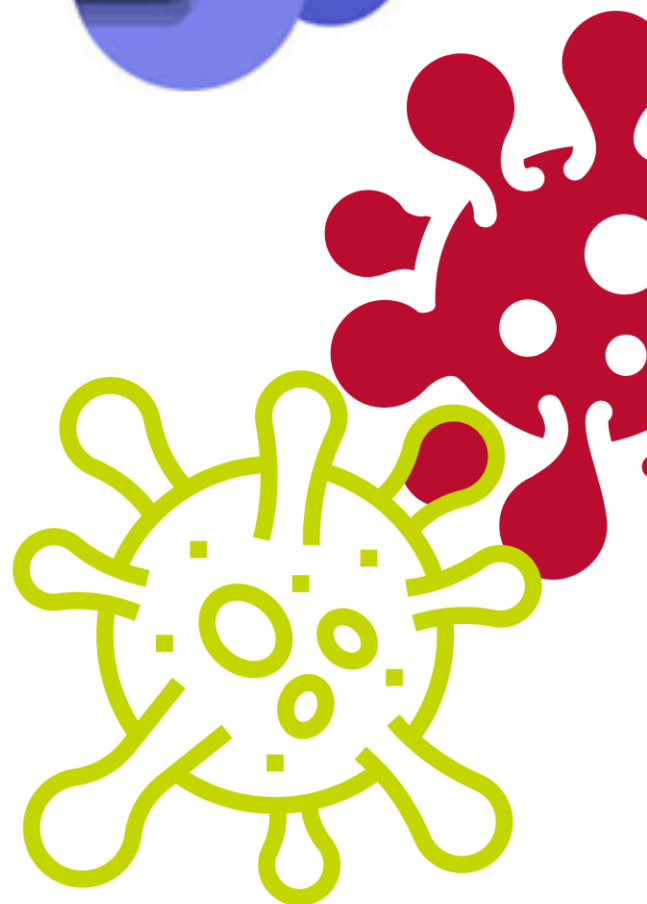


WESTERN CAPE EDUCATION DEPARTMENT

DIRECTORATE: E-LEARNING

SCHOOL IS CLOSED LEARNING IS OPEN

HOW TO USE MICROSOFT TEAMS FOR EDUCATION





HOW TO USE MICROSOFT TEAMS FOR EDUCATION

With Microsoft Teams learners, teachers, and staff can seamlessly work together, create content, and share resources all from a single, easy-to-learn and simple to use platform.



- **COLLABORATION:**

Co-author files and share resources with built-in Office 365 apps.

- **COMMUNICATION:**

Stay connected with persistent chat, channel conversations, and meetings.

- **PERSONALIZATION:**

Personalize Teams with your favorite education and organization tools

Download a step by step guide on how to use Microsoft Teams for Education:

https://bit.ly/MS_teams_eduguide



Watch live and recorded webinars on Microsoft Teams for Education:

<https://microsoftteams.eventbuilder.com/TeamsEducation>

