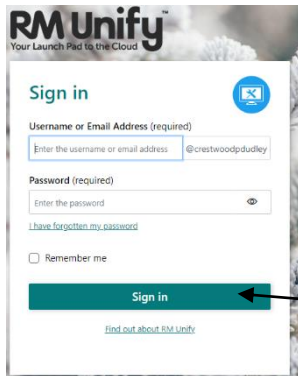


Teams User Guide Crestwood Park

To get ready for meeting up with your teacher you need to know how to get onto 'Teams'. Please follow the instructions below.

1. Click on the link below

www.crestwoodpdudley.rmunify.com



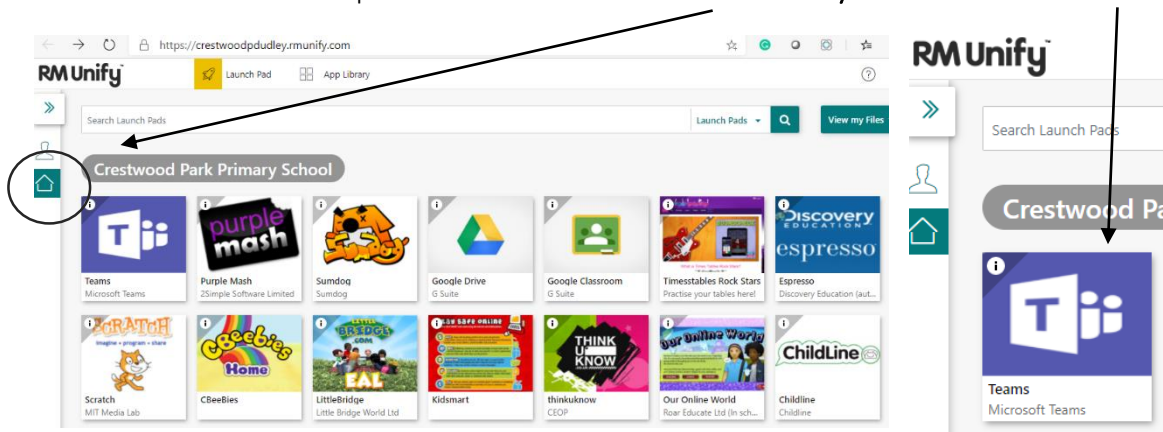
2. Type in your username and password that is used at school. If you don't know this, please contact your class teacher. Usernames are normally surname followed by first initial e.g John Smith would be smithj

Passwords are your first name (no capitals).

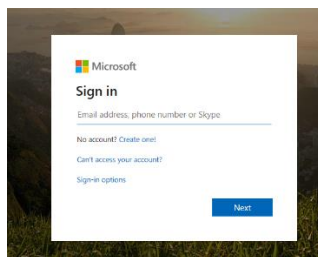
Sometimes there is a number after the letters e.g. smithj1

3. Click on 'sign in'.

This will load the Launch pad. 4. Click on the 'Home' icon then you will see the Teams tile.



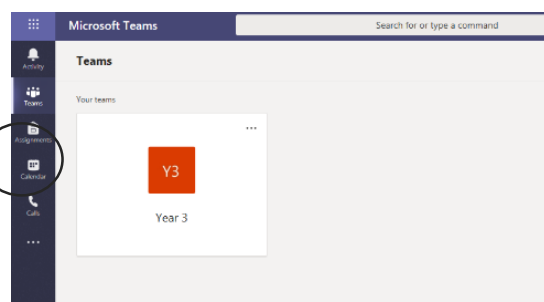
5. If the screen below loads up, then you will need to re-enter your username followed by @crestwood-p.dudley.sch.uk e.g. smithj@crestwood-p.dudley.sch.uk



You will be asked if you want to use your web browser or download the app- it's up to you but the app is better. If you download the app, use your school email address.

Once launched, this will be what you should see with you Year group tile. You can join the meetings from this page or by clicking on the calendar tab. You will see when your teacher has planned a

meeting.



Any problems, then please let us know.