SharePoint Help Sheet



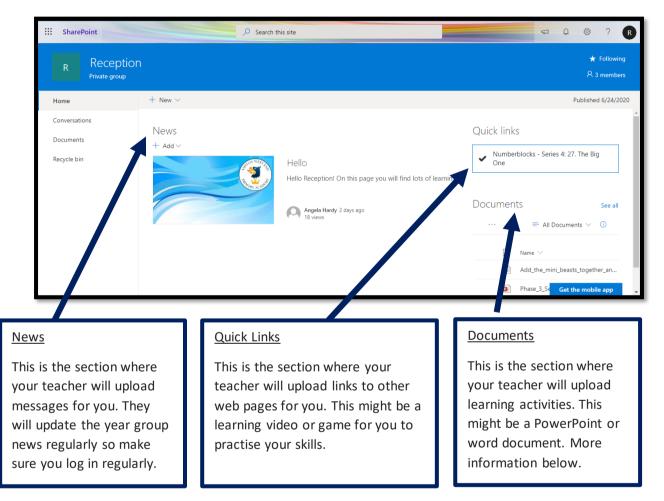
Year 5 Home Learning Link – click this link

https://ashtonwestendprimary.co.uk/learning/home-learning-links/

Click Year 5 home learning and enter the log in details below:

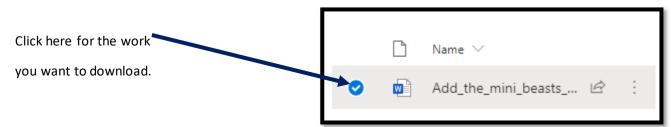
## All Usernames and Passwords are in your Reading Record.

Click the home button an you will see this screen (it will say your year group):



## **Documents**

You can download and save the documents to your own computer, complete the learning and then upload the completed learning for your teacher to see.

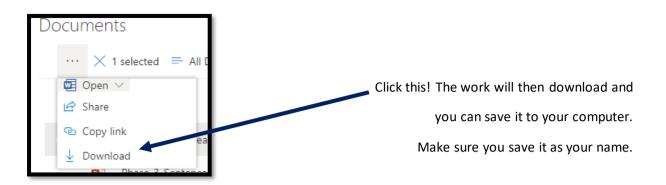


'Today I am proud of my school, tomorrow my school will be proud of me.'

## ASHTON WEST END PRIMARY ACADEMY

SharePoint Help Sheet





Once you have finished the learning you can upload it back on to the year group page for your teacher to see.

Click on documents on the left hand side of the page:



This will show you all documents that have been uploaded and you will see a folder called Completed Learning. Click on this and then select upload. Select the work you want to upload.

$+$ New $\sim$ $^{1}$ Upload $\sim$ $?$ Quick edit $~$ G Sync $~$ $ extrm{H}$ Ex	xport to Excel 🛛 🕸 Pov	ver Apps \vee 🛚 🖉 Auto	omat ~ ···			
Document						
🗋 Name 🗸	Modified $\smallsetminus$	Modified By $\searrow$	$v \sim$	$\bar{\uparrow}$ Upload $\vee$	🖉 Quick edit	G
Completed learning	A few seconds ago	Angela Hardy	-			
Add_the_mini_beasts_together_and_write_t	Tuesday at 4:32 PM	Angela Hardy		Files		
Phase_3_Sentences.pptx	Tuesday at 4:28 PM	Angela Hardy	cur	Folder		
set 1 and 2 bingo.doc	23 minutes ago	Reception		Tananlata		
				Template		

You can upload pictures and documents of learning and to show what you have been doing at home during your time away from school.

Remember, everyone in your year group and teachers will be able to see so make sure the pictures and documents are appropriate and follow or Internet Safety rules.

'Today I am proud of my school, tomorrow my school will be proud of me.'