



Microsoft Education for Virtual Learning and Work

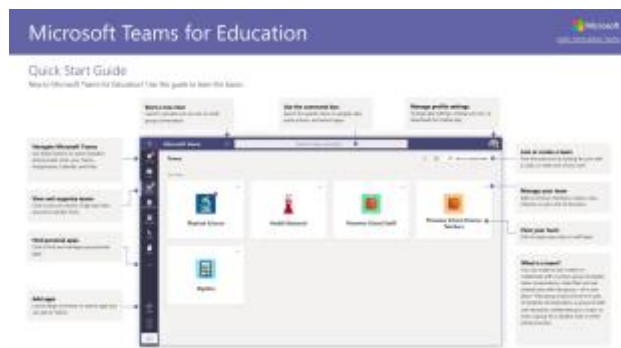
We know that schools/school districts and higher education institutions are very carefully navigating how to proceed with classes, communication and collaboration while addressing concerns around COVID-19.

Please use these resources/links to support your educational community during these unprecedented times.

As always, your local Microsoft team is here for you and all of your needs.

(Updated 03-25-2020)

Faculty & Staff



[Microsoft Teams for EDU Quick Start Guide](#)

For additional languages, scroll to the bottom of the page.



NEW - [Personalize Student Learning with Microsoft Teams](#)



[Shifting to Distance Learning: A 5-Day Guide for School Leaders](#)

Making the transition to remote learning

As concerns grow about COVID-19, many education leaders are making the difficult decision to close schools. To help make the transition to distance learning, we've created resources, training and how-to guides that we hope will help manage all concerns, needs and issues as they make this transition.



[Making the Transition to Remote Learning](#)



[Wakelet - Remote Teaching and Learning Resources](#)



[Schedule a Parent-Teacher or Staff Conference Using Office 365](#)



[Use Microsoft Translator to Host a Multilingual Parent-Teacher Conference](#)



[Supporting School Community Well-being During Remote Learning](#)



Teams Meetings

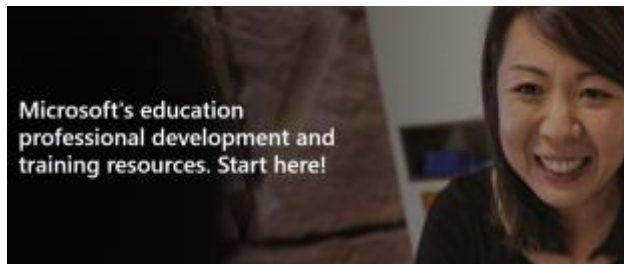
- [Roles in a Teams Meeting](#)
- [Play and Share a Meeting Recording in Teams](#)

Training & Tips

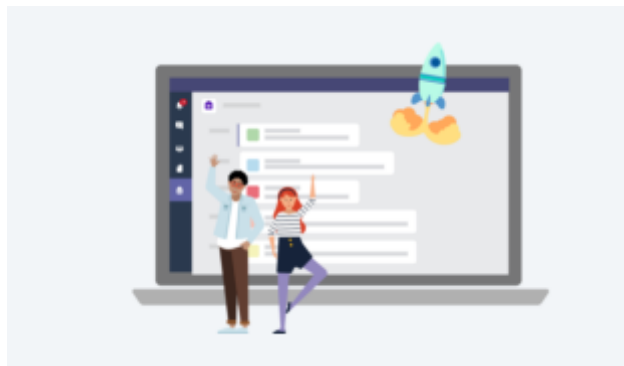




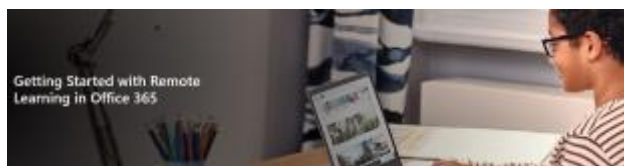
[Microsoft Educator Community Course: Digital Citizenship](#)



[Professional Development: One-Stop Shop](#)



[Teams EDU Remote Learning Webinars](#)



[Getting Started with Online Learning in Office 365](#)



[Flipped Instruction with PowerPoint Recorder](#)

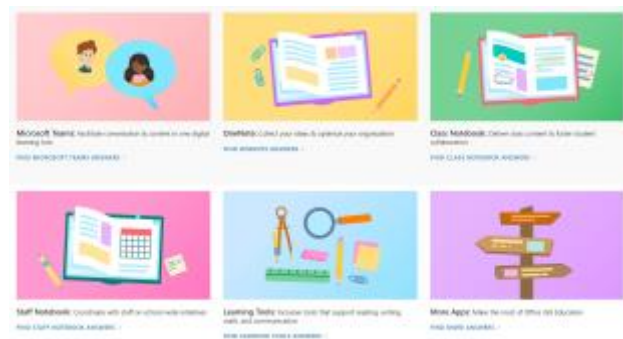
365NINJACAT

- OFFICE 365 TIPS, TRICKS, AND MORE -

[365 Ninjacat: Office 365 Tips, Tricks & More](#)



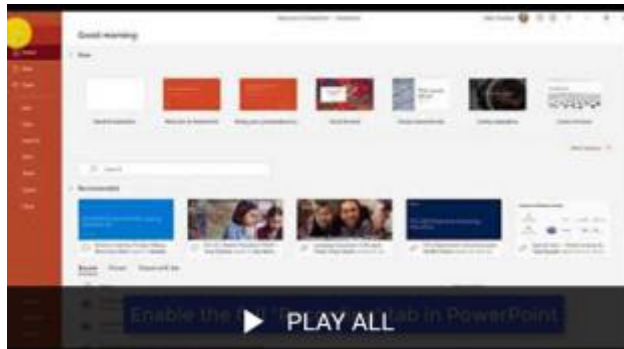
[Office 365 Training Center](#)



[Education Help & Learning](#)



NEW: [YouTube: Remote Learning Webinar Series](#)



NEW - [YouTube: Quick Tip Videos for Microsoft Education Features](#)

IT & Leaders



[Getting Started with Microsoft Teams for Remote Learning](#)

[Quick Start - Microsoft Teams for Education Admins](#)

[Microsoft School Data Sync](#)

[Getting Started: Windows Virtual Desktop](#)

Office 365 A1

- [Get started for free](#)
- [Technical docs](#)

NEW - [Use Teams for Schoolwork When Bandwidth is Low](#)

Policies & Settings



NEW - [Assign Policies to Large Sets of Users in Your School](#)

- **NEW** - [Enable Microsoft 365 Usage Analytics](#)
- **NEW** - [Microsoft 365 Usage Analytics](#)

NEW - [Call Analytics and Call Quality Dashboard](#)

[Communicate with Users From Other Organizations in Microsoft Teams](#)

LMS Integrations



NEW - [Microsoft Teams Meeting Creation Now Available in Canvas, Blackboard, Schoology, Brightspace, and itsLearning](#)



NEW - **Canvas**

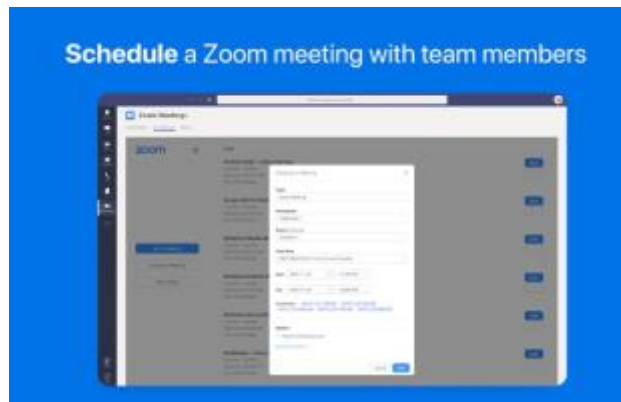
- [Canvas + Teams Meetings Deck](#)
- [Canvas + Teams Meetings Instructure Blog](#)

- [Microsoft Teams Meetings in Canvas IT Guide](#)
- **NEW** - [YouTube: Canvas Integrates with Teams](#)



NEW - Schoology

- [Schoology + Teams Meetings Deck](#)
- [Microsoft Teams Meetings in Schoology Guide](#)



ZOOM

- [App Marketplace](#)
- [Using the Microsoft Teams Integration](#)



NEW - Blackboard

- [Blackboard + Teams Meetings Blog](#)
- [Administrator documentation](#)
- [Instructor documentation](#)
- [Student documentation](#)



NEW - itslearning

- [Instructor documentation](#)



NEW - Brightspace

- [Administrator and Instructor documentation](#)

Microsoft Tools & Partners



Minecraft: Education Edition (free until June 2020)

- [Announcement Blog](#)
- [Remote Learning Educator Toolkit](#)
- [Request Access](#)



Skype in the Classroom

- [Educator Guide](#)
- [Educator moderator page](#)
- [Sample parent emails](#)
- [Partner Guide](#)



Flipgrid

[Remote Learning with Flipgrid](#)

NEW - [Aprendizaje a Distancia con Flipgrid](#)



[Engage Students in Distance Learning with Apps and Content from Microsoft's Partners](#)



NEW - [Online Learning with MakeCode](#)

Parents/Guardians



[Family Learning Center](#)



[Distance Learning with Office 365: Guidance for Parents and Guardians](#)

Resources for Access:

- [FCC agreement](#) stating that providers will waive late fees, not cutoff service for lack of payment, and open hot-spots.
 - [Comcast COVID-19 response](#): offers free WiFi for 2 months to low income families plus all Xfinity hot-spots are free to the public during this time
 - [Charter](#): Free Internet offer for 2 months
 - [AT&T COVID-19 response](#): offers open hot-spots, unlimited data to existing customers, and \$10/month plans to low income families
 - [Verizon COVID-19 response](#): no special offers, but following the FCC agreement.
 - [Sprint COVID-19 response](#): follows FCC agreement, provides unlimited data to existing customers, and, starting Tuesday, 3/17/2020, will allow all handsets to enable hot-spots for 60 days at no extra charge (I expect others will follow).
 - [T-Mobile COVID-19 response](#): follows FCC agreement, plus unlimited data to existing customers, and, coming soon, will allow all handsets to enable hot-spots for 60 days at no extra charge (I expect others will follow).
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NEW - [Top Tips for the Suddenly Home-School Facilitator, i.e. Parent](#)

Blog Posts & Educator Examples



[Making Remote Learning Effective and Engaging with Microsoft Education Resources](#)



[Coming Soon in Microsoft Teams: 3rd Anniversary Edition](#)



[How Microsoft is Enabling its Employees to Work Remotely with Microsoft Teams](#)

Educator-Created Resources



The teachers, professors, and coaches are the true heroes in education. They are the boots-on-the-ground, supporting and empowering students every day. We will work to curate content that is teacher/coach/specialist-created and share for others to use.

Please share your educator-created resources for us to share!

NEW - A-Z Set of Classroom Instructions for Teachers to Use Microsoft Teams

Created and shared by: Matthew Nickerson | [LinkedIn](#) | [Twitter](#)

- [OneNote Version](#)
- [Word Version](#)
- [YouTube Videos for All Topics](#)
- [All the Microsoft Tools You Need to Transform Your Classroom: 50 Ideas for Using Microsoft Office 365 for Education](#)

Created and shared by: Tanis Ockwell | [Twitter](#)

[Daily Student Check-In \(Microsoft Forms\)](#): Duplicate and make your own to check-in with your students while they're engaged with Remote Learning.

NEW - Online Meeting Manners

Created and Shared by Kennesaw State University, iTeach | [Website](#)

*Click on the image to view the entire infographic and scroll to see both the ES, MS/HS versions.

Online Meeting Manners

Elementary School Edition



BE ATTENTIVE

Find a quiet place away from noise so you and your classmates are able to focus.



BE ON TIME

Join the meeting a few minutes early so you are prepared when it starts.



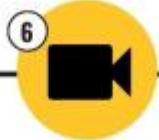
MUTE THE MIC

Mute your microphone before you enter the meeting. Keep it muted until it is your turn to speak or called on.



BE RESPECTFUL

If you are in a public place, use headphones so you don't disrupt people around you.



VIDEO

Have your video on and ready to go. Turn off your video if you need to get up for a moment.



STAY FOCUSED

Keep the chat in your meeting about the topic being discussed.



LOGOUT

Be sure to logout of the meeting when it is over.



KENNESAW STATE UNIVERSITY
BAGWELL COLLEGE OF EDUCATION
iReach

Online Meeting Manners

Middle & High School Edition



Limit Background Noise

Find a quiet place away from noise. This will help others hear you when you need to speak.



Be on Time

This means to be prepared a few minutes before the meeting time arrives!



Mute your Mic

Mute your microphone before you enter the meeting. Keep it muted until it is your turn to speak or called on.



Headphones

If you are in a public place, use headphones so you don't disrupt people around you.



Camera

Have your video on and ready to go. Turn off your video if you need to get up for a moment or have distracting things going on in the background.



Chat

Keep the chat in your meeting about the topic being discussed. Refrain from holding side conversations on your personal device so you can focus!



Exit

Be sure to logout of the meeting when it is done.



KENNESAW STATE UNIVERSITY
BACWELL COLLEGE OF EDUCATION
Reach

Surface Support



[Surface Resources and Support](#)

Be seen, be heard, and actively participate in the conversation.

- Connect to customers through high resolution Microsoft Teams video calls with frontand-rear facing HD cameras on all Microsoft Surface devices.¹
- Ensure crystal-clear call quality during Microsoft Teams meetings with dual far-field mics and immersive Dolby Audio Premium sound speakers.
- Review documents in high resolution with PixelSense Display touch screens, and collaborate in real time with colleagues using the inking capabilities of Surface Pen

Stay productive and protected, wherever the office is.

- Maintain productivity levels across the remote workforce, thanks to Microsoft 365-powered Surface devices give users up to 5 hours in weekly productivity gains.
- Secure remote employees' devices from any location, with security built into every layer of Surface, from hardware to firmware to the operating system, and cloud management tools.

- Deploy devices straight to your remote users' hands, reducing IT complexity and eliminating time consuming corporate re-imaging with every Surface built for Windows AutoPilot.

Bring remote teams together with Surface Hub 2S.

- Engage remote teams with clear and crisp videos on a brilliant, 4K+ screen with high resolution and amazing graphics performance.
- Take team brainstorms to the next level with Microsoft Whiteboard, a persistent digital canvas that teams can contribute to anytime, anywhere – across devices.
- Interact naturally with Surface Hub 2 Pen and touch screen capabilities to keep teams in their flow with fluid collaboration.

Ready to use Surface to support your remote workforce? Contact your Microsoft Account Manager to schedule a demonstration of Surface.

Additional Resources:

[Innovator's Guide to Remote Working](#)

[Nine Essential Tips for Building a Strong Remote Team](#)

Customer Assistance



Microsoft FastTrack is available to assist organizations setting up remote work and learning in response to COVID-19: Please sign in and fill out a Request for Assistance form –Go to [FastTrack](#). The team will respond as soon as possible.

For **School Data Sync support**, including using LMS as a data source for rostering, go to [School Data Sync](#). If you have challenges signing in or need additional assistance, send an email to ftcrfa@microsoft.com.

Do you need help understanding Microsoft Teams and how to stand up a distance learning program? Any questions or challenges, please submit for assistance here to [Engage EDU](#). The team will respond within 1 business day.

If you need technical support (break/fix issues) – [Go to the Microsoft 365 Admin Portal and click Support](#).

Remote Learning Team



As part of our COVID-19 response, Microsoft Education has recently created a new Remote Learning global community. Our goal is to connect our Microsoft product teams with educators, administrators and school leaders who are looking to collaborate, learn, and support with implementing remote learning.

1. [Sign up form](#)
2. [Microsoft Remote Learning One-pager](#)
3. [Get to Know Our Team!](#)

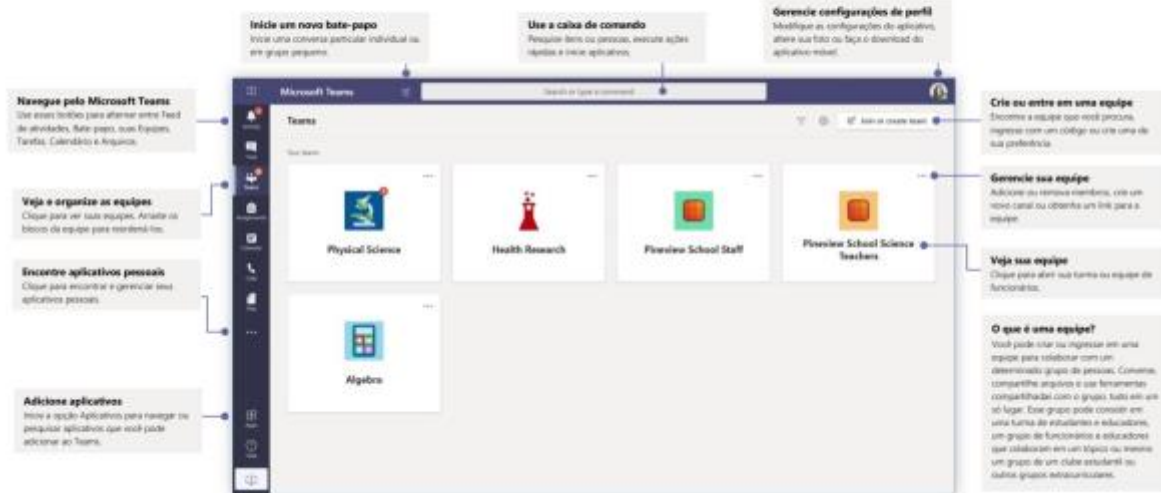
Additional Quick-Start Language Guides

Microsoft Teams para educação



Guia de início rápido

Começando agora no Microsoft Teams para educação? Use este guia para aprender os conceitos básicos



NEW - Quick Start Guide in Additional Languages: Stay tuned for more languages.

- [Brazilian Portuguese - Brazil](#)
- [Chinese - Taiwan](#)
- [Chinese - Hong Kong](#)
- [Chinese - China](#)
- [Czech - Czech Republic](#)
- [Danish – Denmark](#)
- [French - Canadian](#)
- [French - France](#)
- [French - Belgium](#)
- [German – Germany](#)
- [Hungarian - Hungary](#)
- [Hebrew - Israel](#)
- [Italian - Italy](#)
- [Indonesian - Indonesia](#)

- [Japanese - Japan](#)
- [Finnish - Finland](#)
- [Korean - Korea](#)
- [Portuguese - Portugal](#)
- [Norwegian - Norway](#)
- [Russian - Russia](#)
- [Spanish - Latin America](#)
- [Spanish - Spain](#)
- [Swedish - Sweden](#)
- [Turkish - Turkey](#)
- [Ukrainian - Ukraine](#)
- [Vietnamese - Vietnam](#)