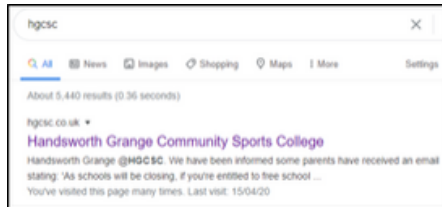


Accessing home learning

Each student has a class code and their teacher's name in their planner

Step 1. Search Handsworth Grange in google



Step 2. Click Learning



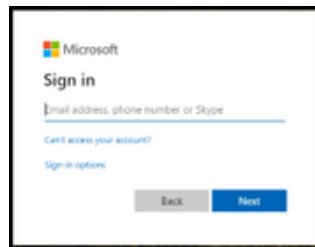
Step 3. Click Home Learning



Step 4. Click on the 'Enter Home Learning' page button at the top of the page



Step 5. Use your school login to sign in to SharePoint

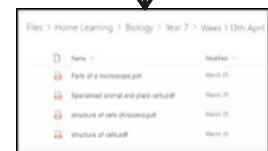
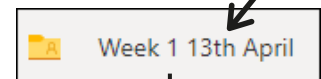
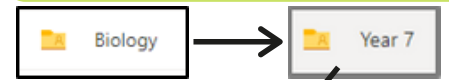


Step 6. Click All subjects

All Subjects

All subjects should be shown on this page

Step 7. Find the subject that you want access to:
For example a Y7 Biology student would click: Biology > Year 7 > Week x



From here you can access lessons and other materials from your chosen subject

For access to Maths, Btec DiT/Enterprise or Computer Science click on the blue links on the right hand side of the page



Additional Support

If you need to download Microsoft Office onto your device the information is below.

Installing Microsoft Office

To access any of the home learning you will need to have Microsoft office installed on your computer.

If you do not have Microsoft installed you can download a free copy from our website. To download a free copy scroll down to the bottom of the page and click on the HGSC staff/student login.

Your username is the same one you use to log on to a computer in school in an email format. Your password is also the one you use to log onto a school computer.

example jbloggs2 = jbloggs2@hgsc.co.uk

Once in, go to the top right hand corner and click install office. Follow the on screen instructions.

To access Word and PowerPoint on a tablet, download them from the App store and use your login details to sign in. You will then be able to edit and save any work to your OneDrive. You can also download Microsoft Teams and OneDrive apps as well. These will be especially useful for year 10 BTEC pupils.

If you want to get in touch with specific teachers or departments the emails for each department are listed below.

To contact your subject teachers please use the following emails:

- **English** english@hgsc.co.uk
- **Maths** maths@hgsc.co.uk
- **Science** science@hgsc.co.uk
- **Computer Science** ict@hgsc.co.uk
- **Creative Arts** creativearts@hgsc.co.uk
- **Geography** geography@hgsc.co.uk
- **Health & Social Care** health@hgsc.co.uk
- **History** history@hgsc.co.uk
- **Modern Foreign Languages** mfl@hgsc.co.uk
- **PE** pe@hgsc.co.uk
- **Sociology** sociology@hgsc.co.uk
- **Technology** technology@hgsc.co.uk