



Guide to Remote Platforms for Students and Parents/Carers

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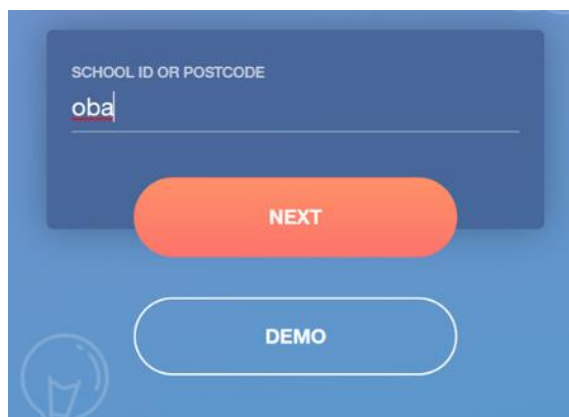
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Logging in to EduLink

EduLink is the main platform which we will be using for setting homework tasks and for work that is to be completed for anyone self-isolating. We recommend that you use a laptop or desktop computer to access EduLink however it can also be accessed as a free app on mobile phones and tablets.

To access EduLink go to: www.Edulinkone.com

When asked enter the school code which is **OBA**

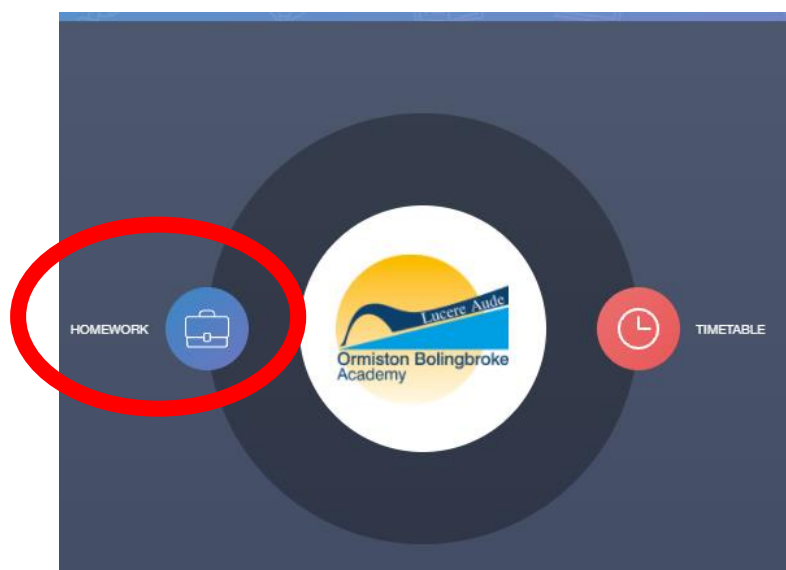


Log in details should be the same as the details used to log into a computer at school.

Username = lastnamefirstname for example, **smithjohn**

Password = same password used to sign in at school

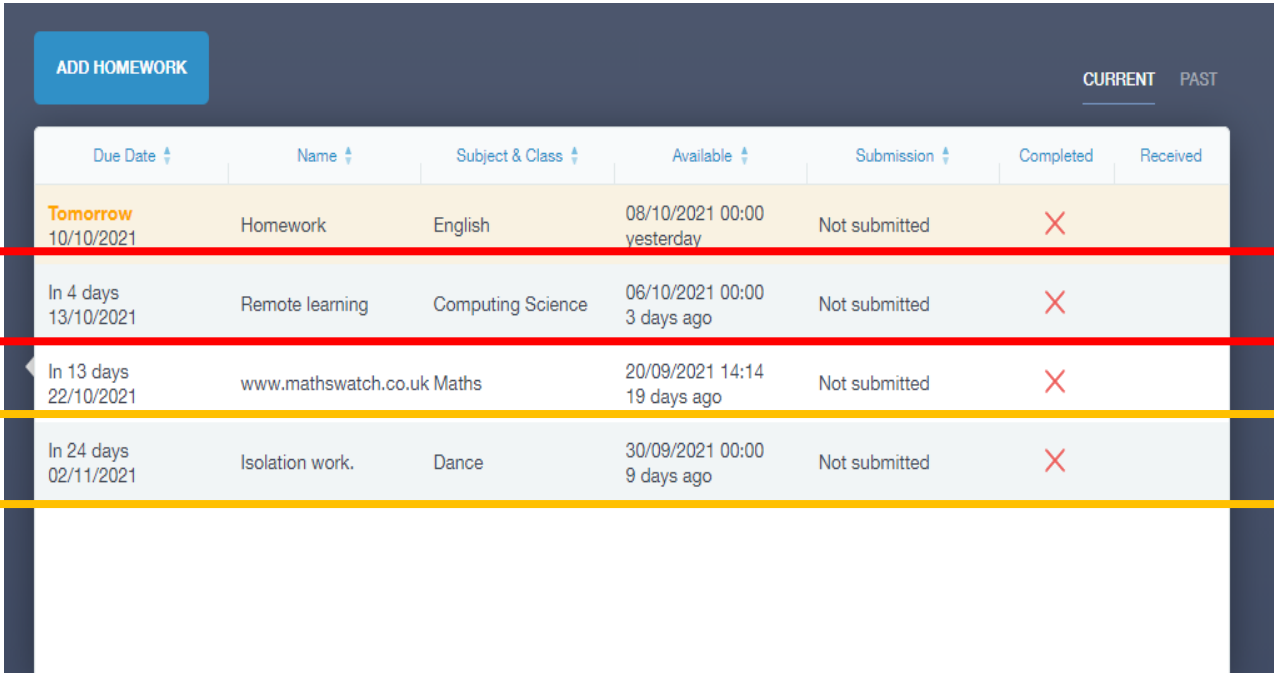
Students then need to click on the 'Homework' section of EduLink to access tasks that have been set by teachers.



Accessing work scheduled for you

When you click on the 'homework' icon as shown above you will then be able to access tasks that have been assigned to you.

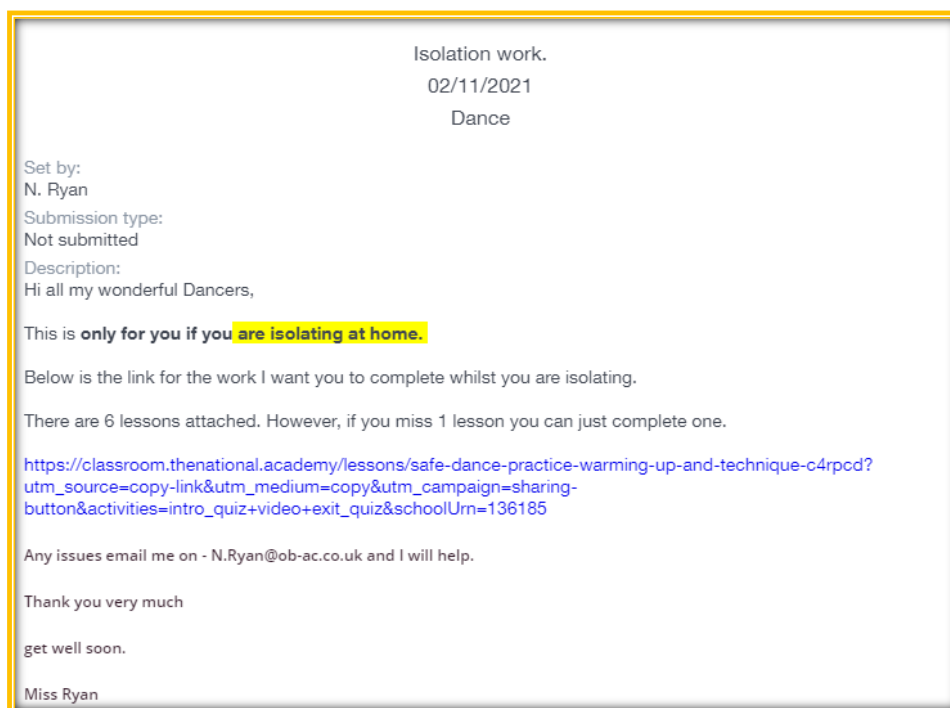
Teachers will be marking work with the title of 'Remote Learning' or similar.



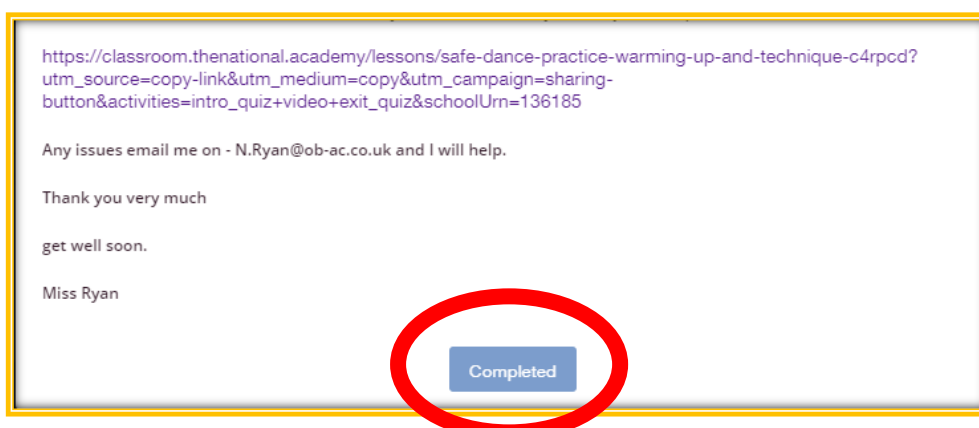
ADD HOMEWORK							CURRENT PAST	
Due Date	Name	Subject & Class	Available	Submission	Completed	Received		
Tomorrow 10/10/2021	Homework	English	08/10/2021 00:00 yesterday	Not submitted	✗			
In 4 days 13/10/2021	Remote learning	Computing Science	06/10/2021 00:00 3 days ago	Not submitted	✗			
In 13 days 22/10/2021	www.mathswatch.co.uk Maths		20/09/2021 14:14 19 days ago	Not submitted	✗			
In 24 days 02/11/2021	Isolation work.	Dance	30/09/2021 00:00 9 days ago	Not submitted	✗			

Completing and submitting work

1. Click on the remote learning task which you are going to complete and the task will display similar to the below.



2. You need to click on the link/links provided by your teacher which will take you to the task assigned. Tasks for you to complete will be from the Oak National Academy, a Government backed online learning platform introduced during the pandemic.
3. You then simply click 'Start Lesson' when you have opened the link and that will take you through the task you need to work on. This will normally include a video to watch and a quiz to complete.
4. Once you have followed all of the task assigned you then need to return to EduLink, open the task you have just worked on and click the 'Completed' button at the bottom of the task. This will submit your task.



Accessing Office.com software

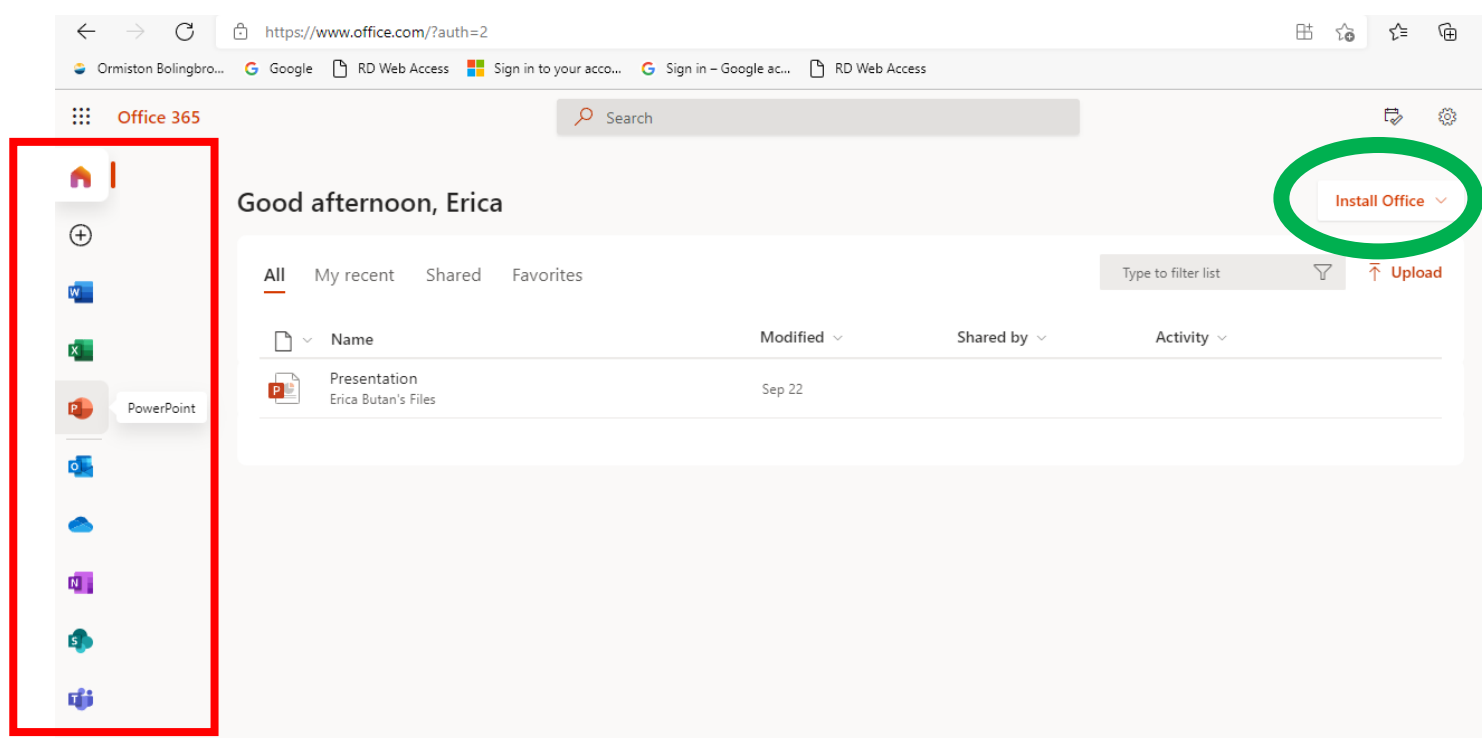
As a student of Ormiston Bolingbroke Academy, you are able to access the Microsoft Office package of software free of charge. This means you can use PowerPoint, Word, Excel and other Microsoft Office software at home to complete school work.

To access this platform, go to: www.office.com

Email address = lastnamefirstname@ob-ac.co.uk e.g. smithjohn@ob-ac.co.uk

Password = same password used to sign in at school

The software can then be opened from the panel on the left-hand side, see red box below. This will allow you to create an online document that will **automatically save**.



You can also download the Microsoft Office package to your device for free by clicking the “install office” button shown above in the green circle.

Key Contacts

Should you have any issues whilst working remotely please see below for some contact where you can get assistance.

If you need a password to be re-set please email passwords@ob-ac.co.uk stating the student's full name, year group and which account a password reset is needed for.

General enquiries about remote learning can be directed to Mr Hussey – Remote Learning Supervisor on l.hussey@ob-ac.co.uk or to your child's Head of Year:

Year 7 – Miss McKevitt	g.mckevitt@ob-ac.co.uk
Year 8 – Miss Bradshaw	a.bradshaw@ob-ac.co.uk
Year 9 – Miss Roberts	r.roberts@ob-ac.co.uk
Year 10 – Miss Dutton	r.dutton@ob-ac.co.uk
Year 11 – Mrs Hasty	n.hasty@ob-ac.co.uk
Year 12 – Mrs Platt	c.platt@ob-ac.co.uk
Year 13 – Mrs Diamond	k.diamond@ob-ac.co.uk

The Special Educational Needs Coordinator is Miss Money Penny
s.money Penny@ob-ac.co.uk

The Safeguarding Team can be contacted via safeguarding@ob-ac.co.uk.