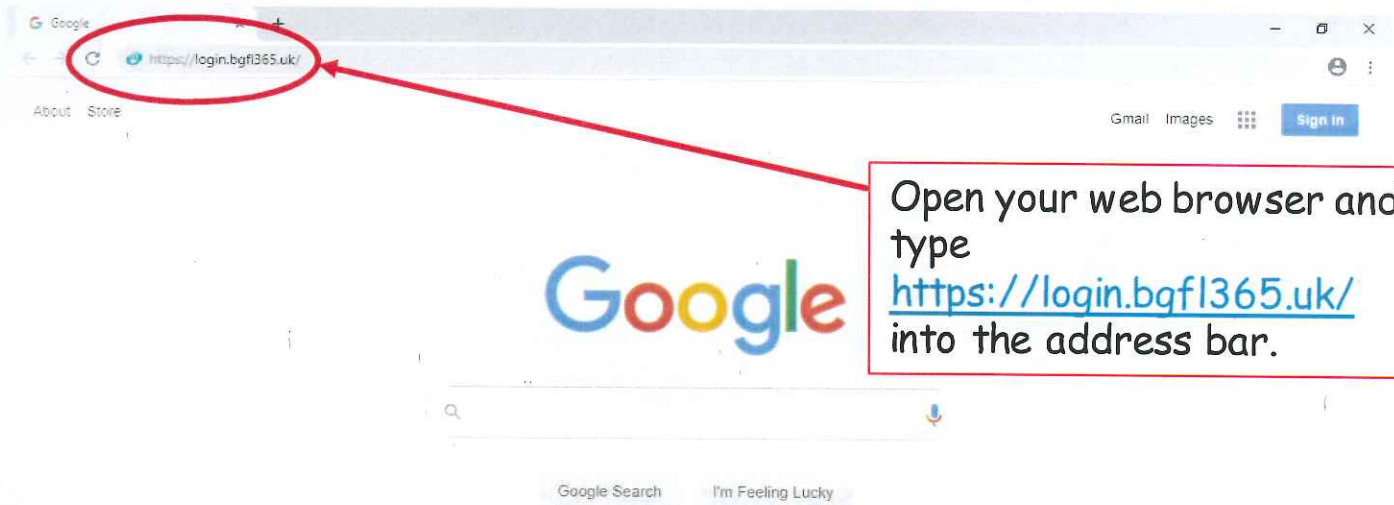
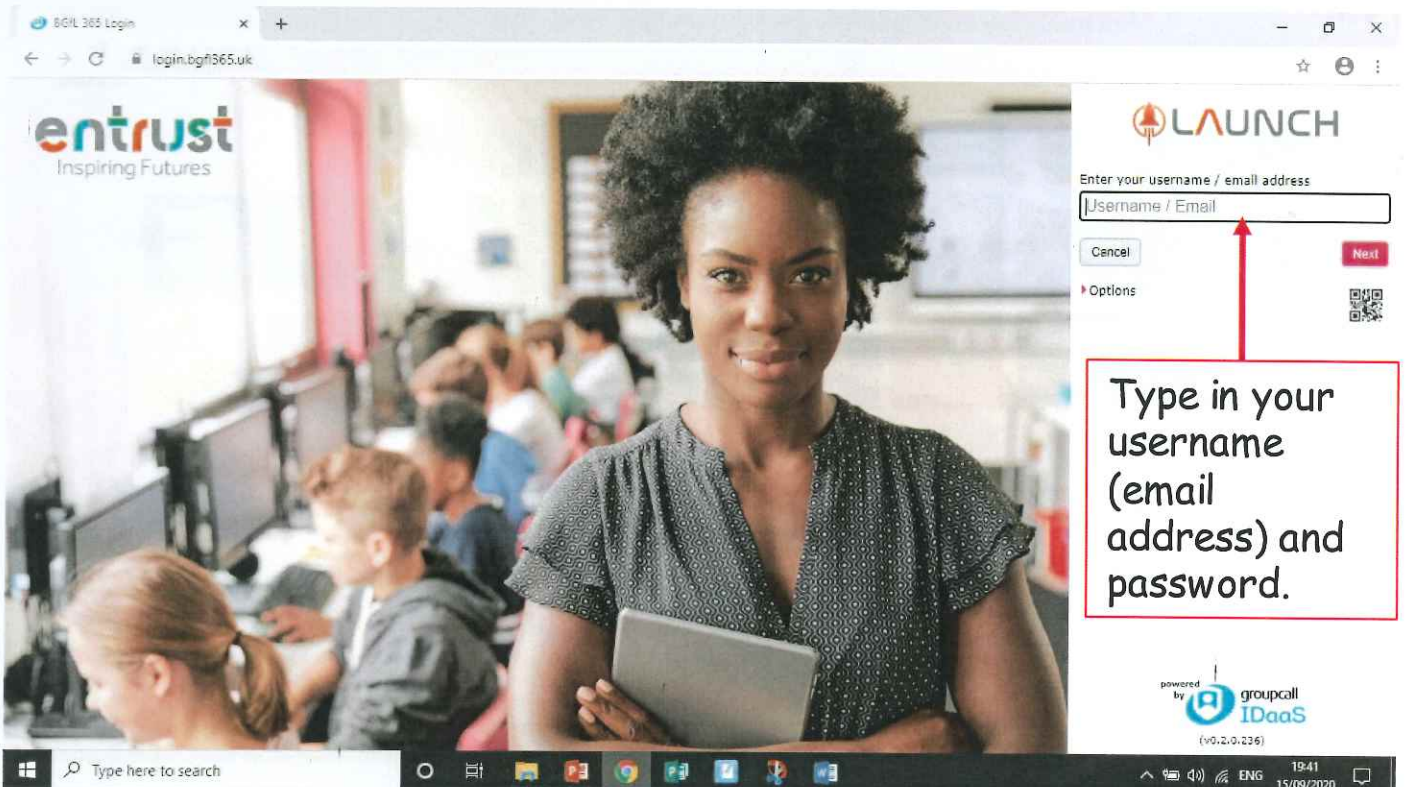


Using BGfL 365



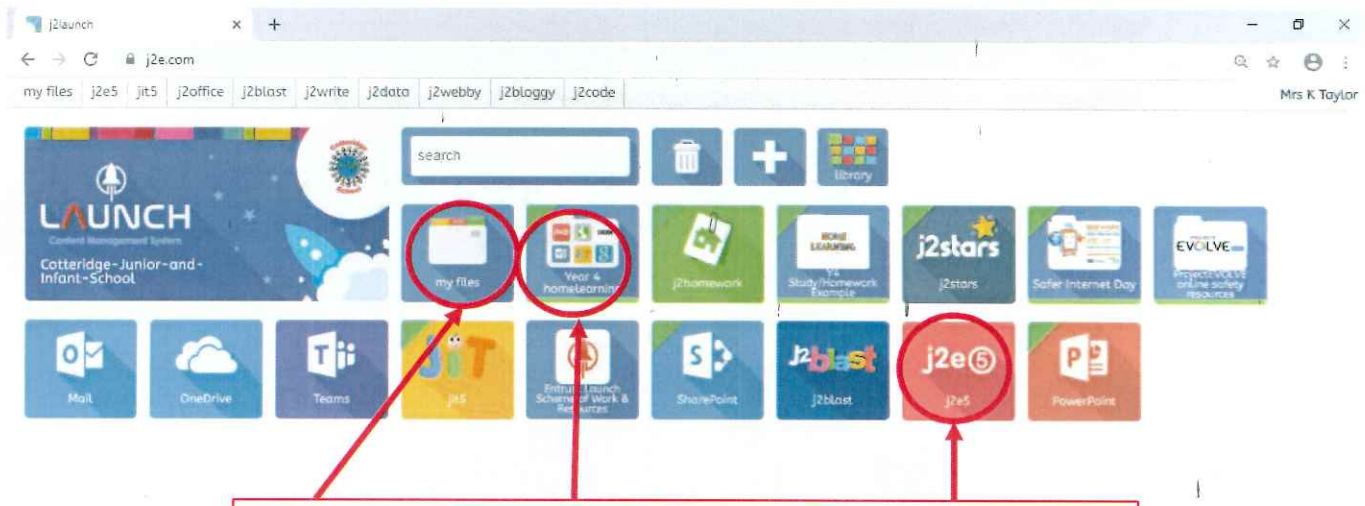
Open your web browser and type <https://login.bgfl365.uk/> into the address bar.



Type in your username (email address) and password.



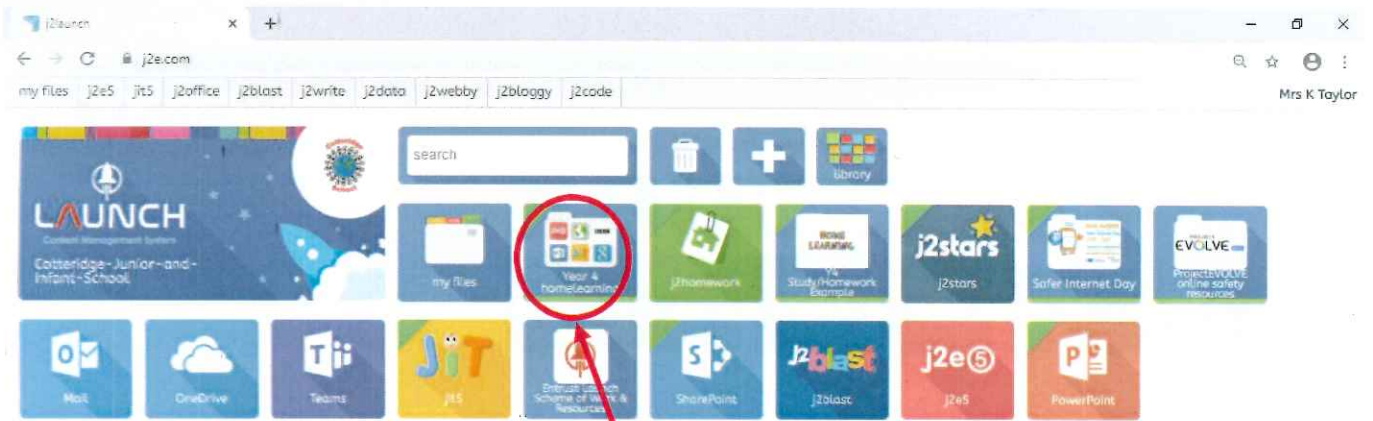
You should now see your LAUNCH page. Yours may look slightly different to this but you will have the same tiles.



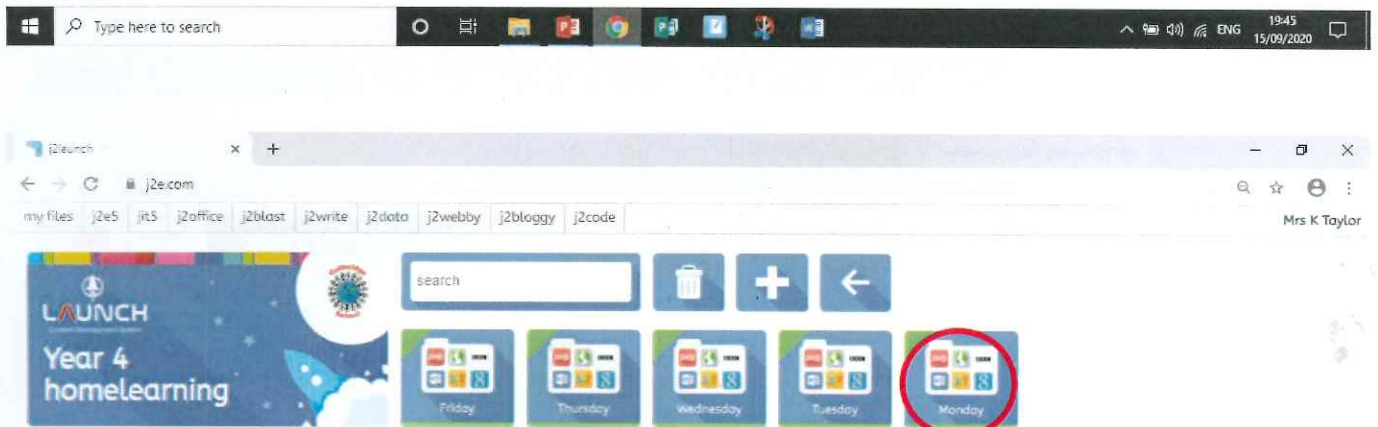
From your LAUNCH page, you can access:
my files J2e5
Your year group's home learning folder



Home learning



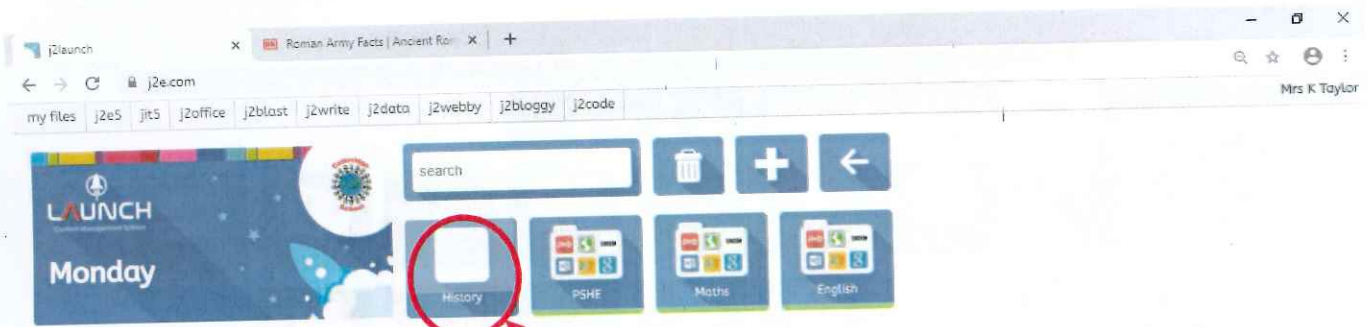
Click on the Home learning folder for your year group.



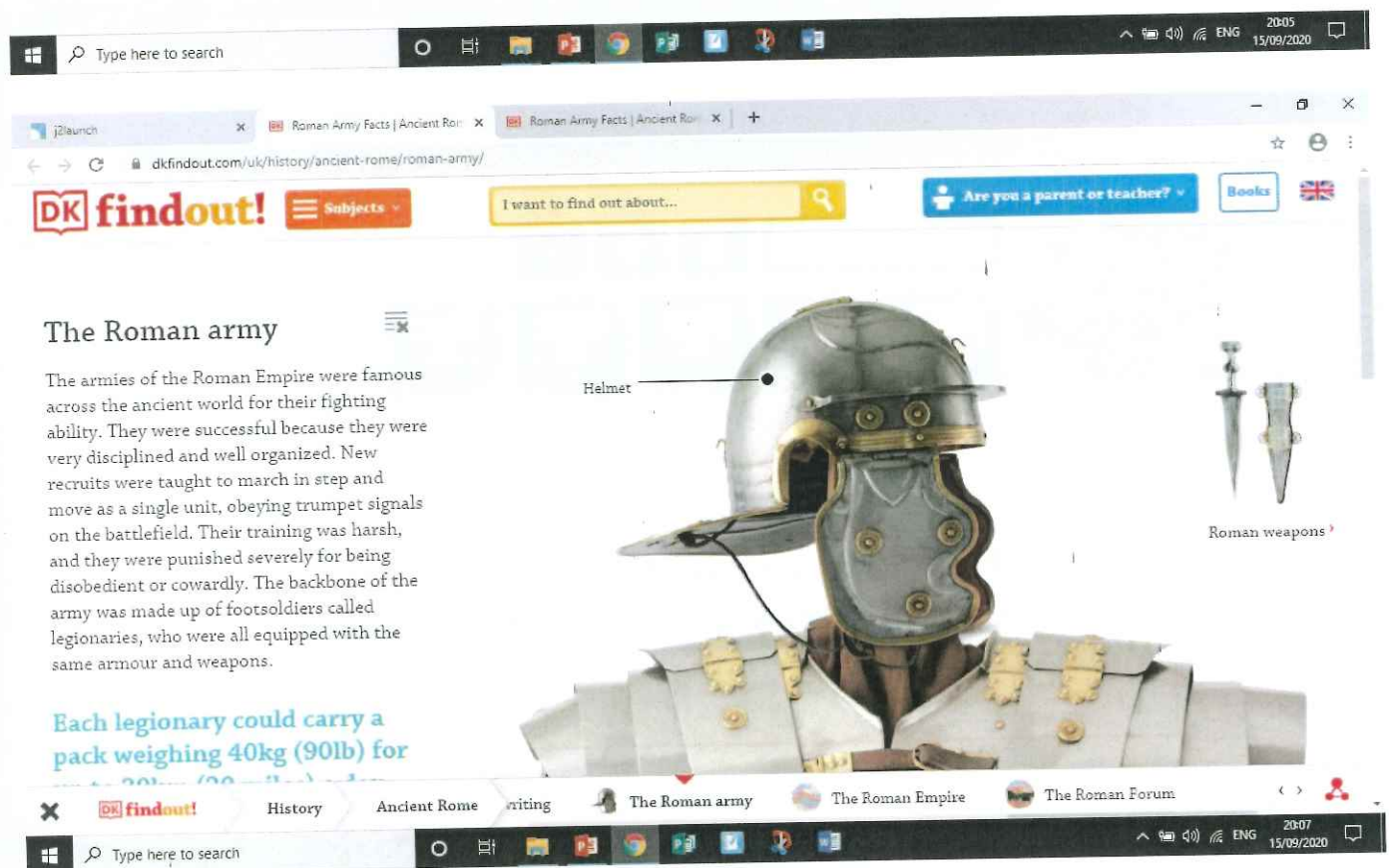
Within the folder, you will find work for each day. Click on the day you need, eg. Monday on a Monday.



Home learning



Click on the lesson that you are required to do.

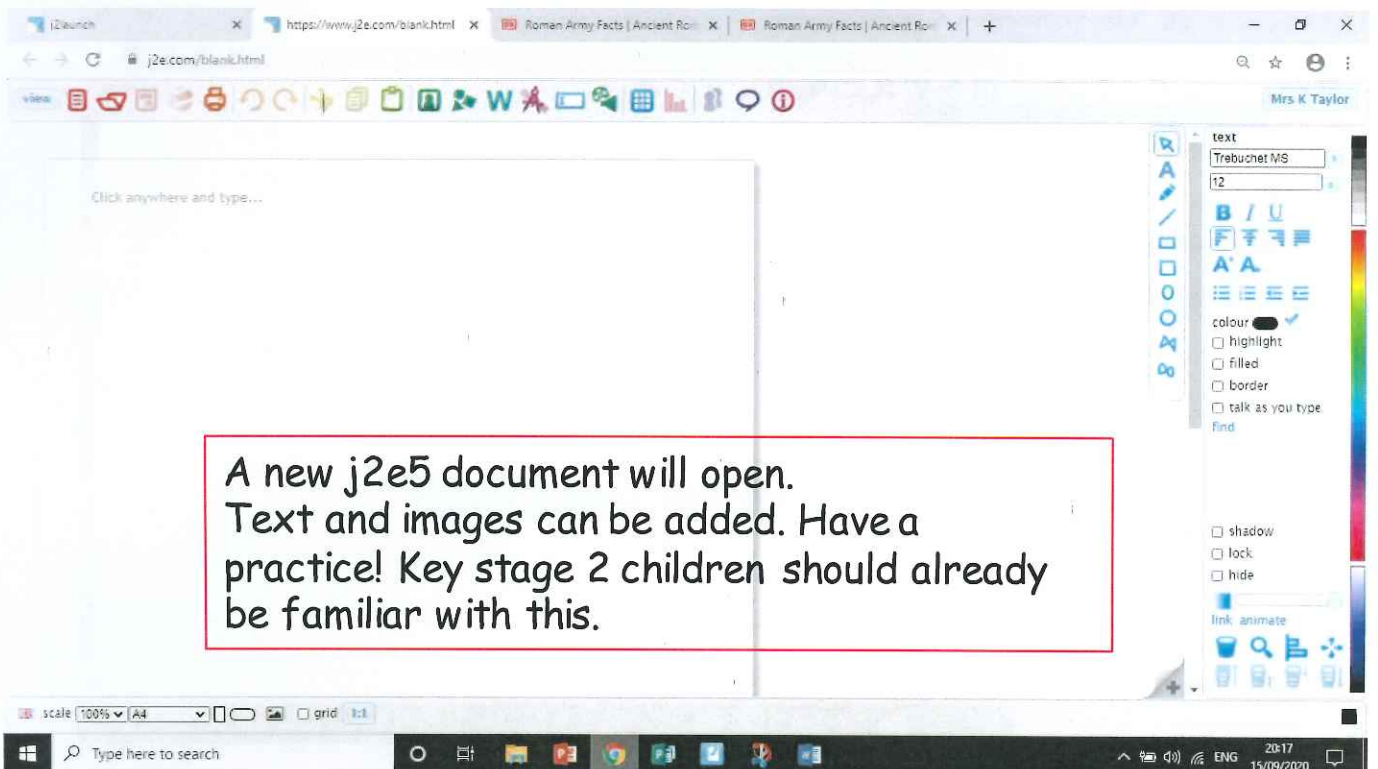


This will take you to a website or piece of work that your teacher wants you to complete.

j2e5 Years 4,5 and 6



Click on the j2e5 tile.



A new j2e5 document will open. Text and images can be added. Have a practice! Key stage 2 children should already be familiar with this.

j2e5 Years 4, 5 and 6

Tuesday 15th September 2020
English work

You must remember to save your work!
Click on the red floppy disc button.

Tues
Engli

save
https://www.j2e.com/Cotteridge-junior-and-infant-school/
Mrs K Taylor/English Tues 15 Sept
title English Tues 15 Sept
save

Name your work, eg. English Tues 15 Sept
Click save.

J2e5 Years 4, 5 and 6

Tuesday 15th September 2020
English work

If the * is showing next to the floppy disc icon, it means that you haven't saved any updates to your work. Click on the icon to resave it. Do not change the name.

Your teacher will be able to see everything you save. You will find any work that you have saved in my files.

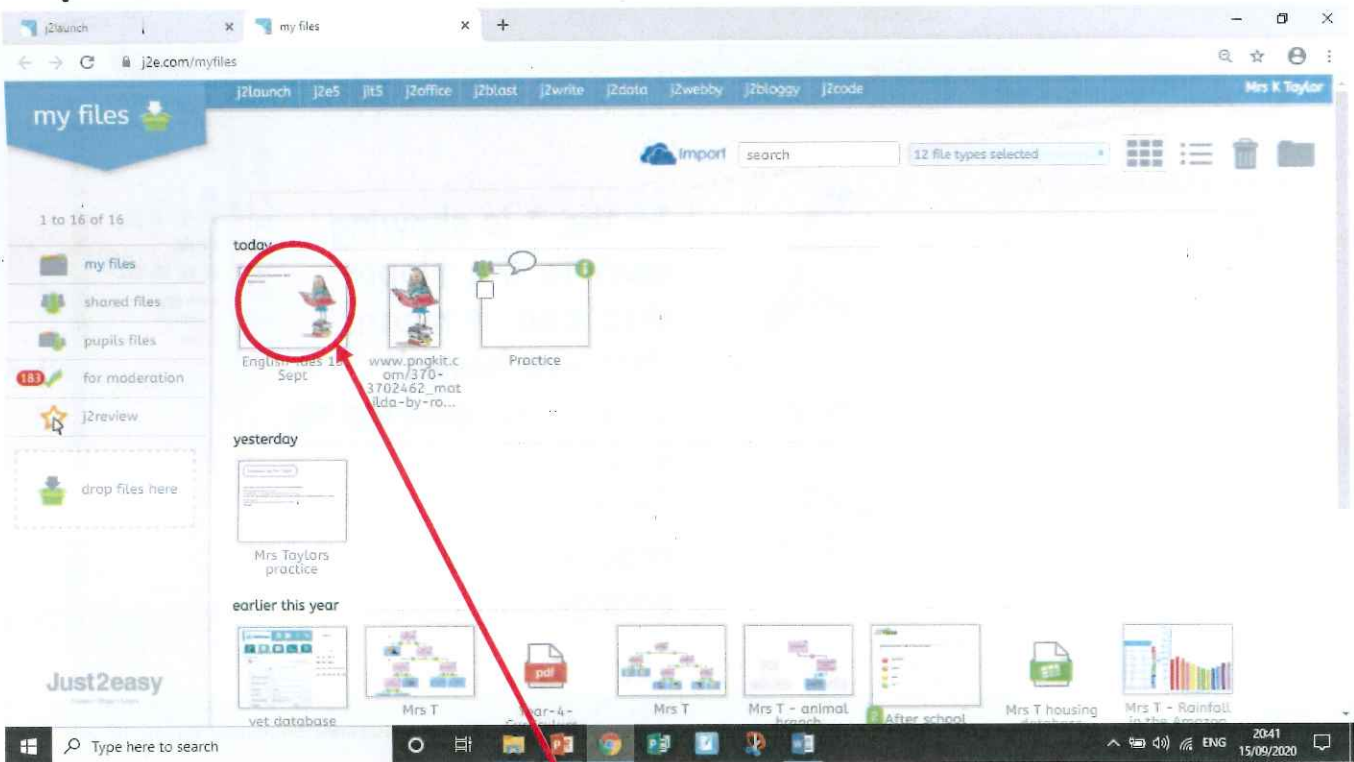
my files j2e5 j2e5 j2office j2blast j2write j2data j2webby j2blogs j2code

LAUNCH
Cottisridge Junior and Infant School

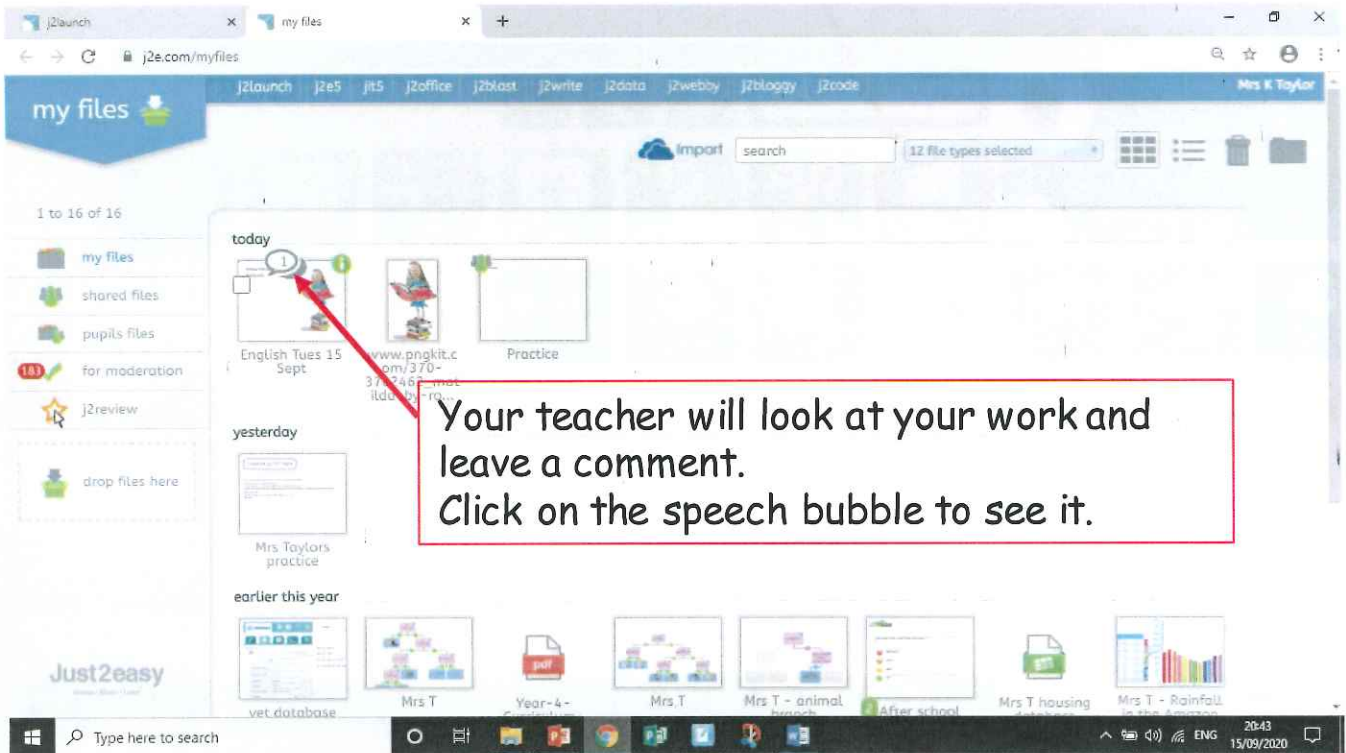
my files Year 4 homelearning j2stars Safer Internet Day EVOLVE

Mail OneDrive Teams JiT Enterprise standard scheme of work & resources SharePoint j2blast j2e PowerPoint

my files



Your teacher will be able to see everything you save or upload. You will find any work that you have saved in my files.



Your teacher will look at your work and leave a comment. Click on the speech bubble to see it.

J2e5 Years 4, 5 and 6

Tuesday 15th September 2020

English work

If the * is showing next to the floppy disc icon, it means that you haven't saved any updates to your work. Click on the icon to resave it. Do not change the name.

Your teacher will be able to see everything you save. You will find any work that you have saved in my files.

my files | j2e5 | j2e5 | j2office | j2blast | j2write | j2data | j2webby | j2blogs | j2code

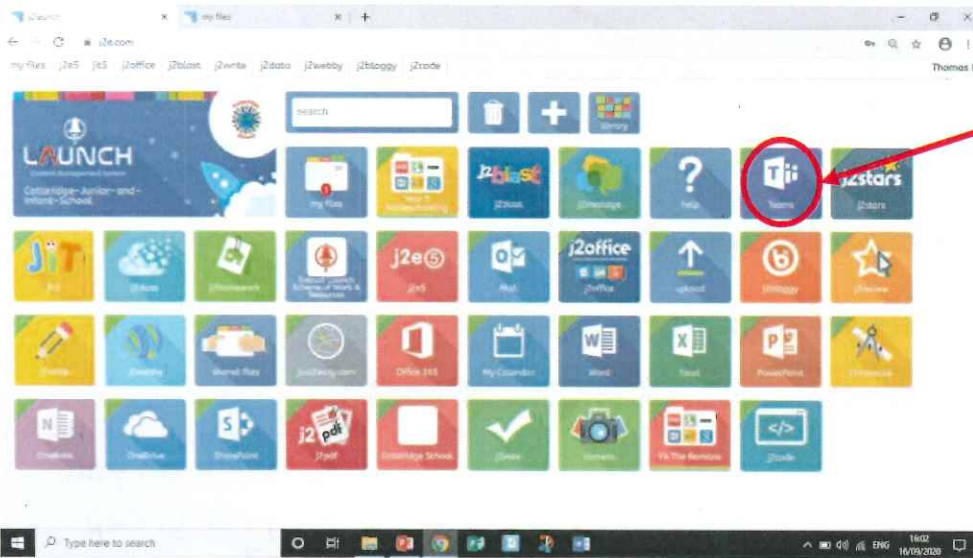
LAUNCH
Cotteridge Junior and Infant School

my files | Year 4 homework | j2homework | HOME LEARNING | j2stars | Safer Internet Day | EVOLVE

Mail | OneDrive | Teams | j2e5 | Enterprise scheme of work & resources | SharePoint | j2blast | j2e5 | PowerPoint

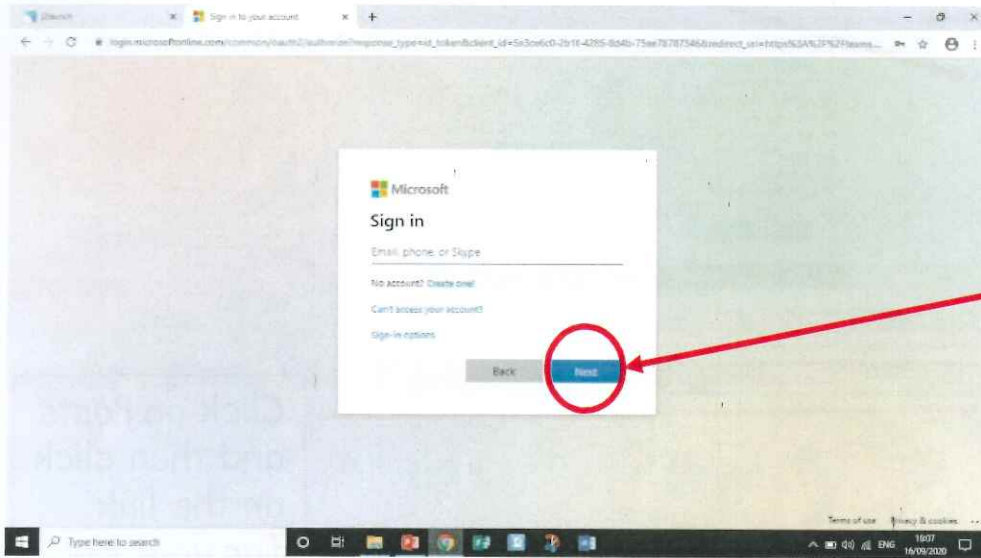
Using Teams

Login to BGfL365 and you will see the LAUNCH page.



Click on the Teams tile.

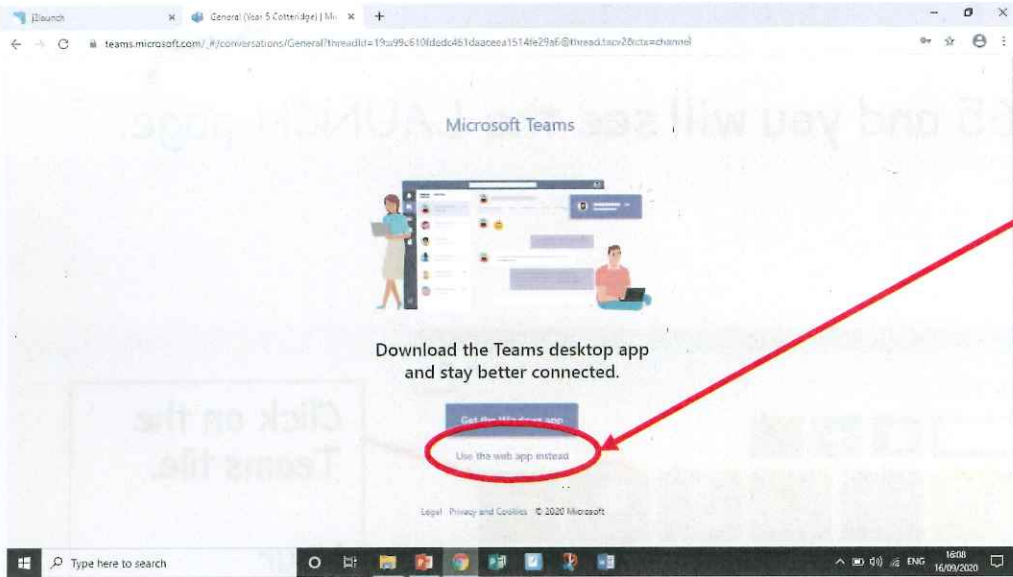
Your LAUNCH page may look slightly different.



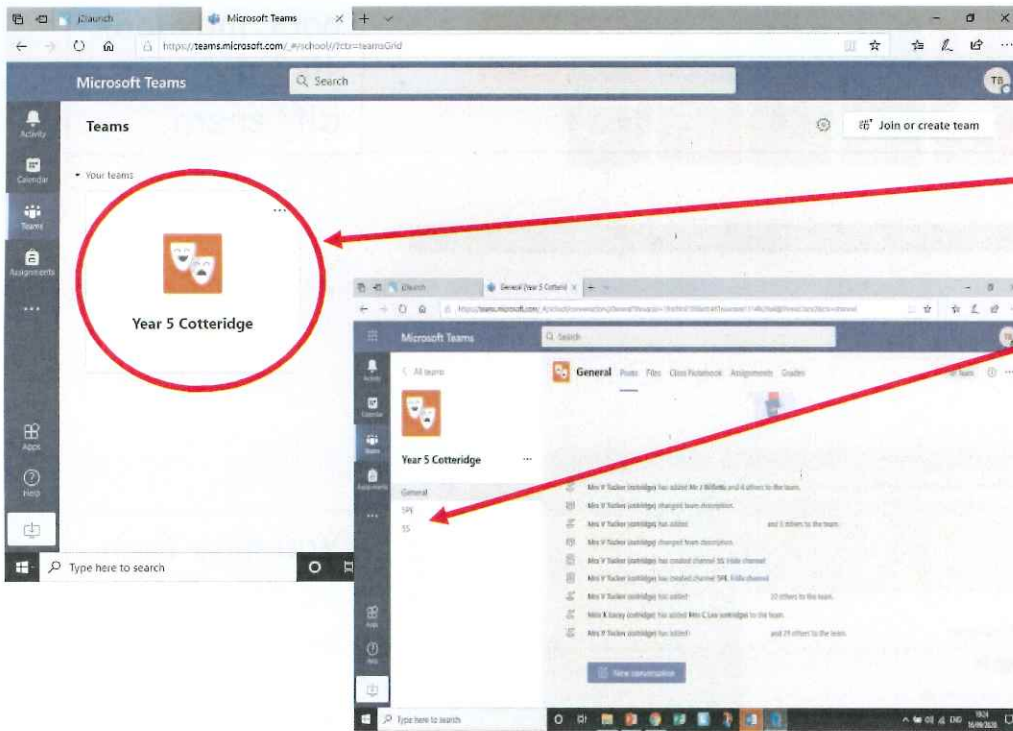
You may then be asked to sign in again.

These login details are the same as for BGfL365.

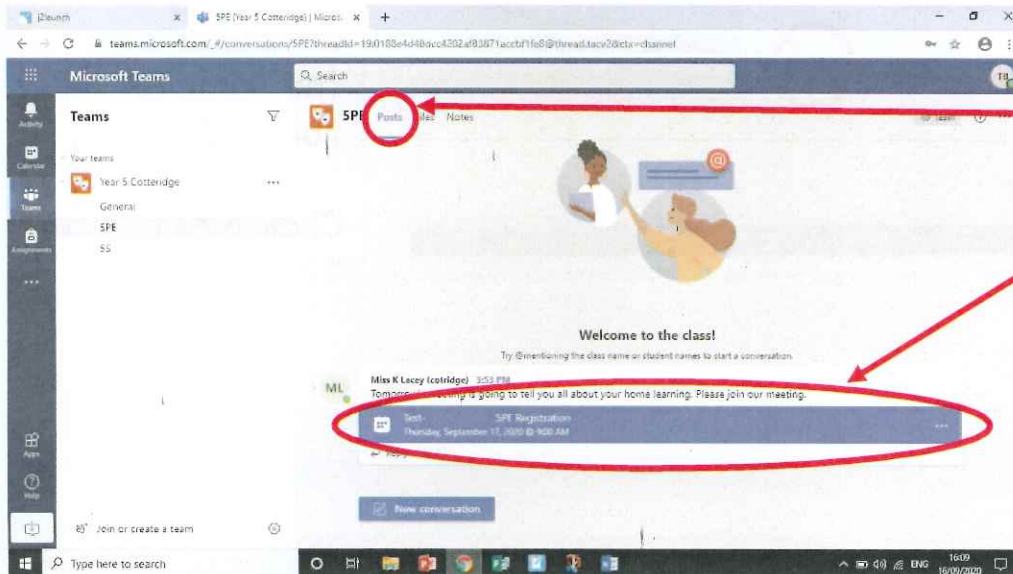
Click Next.



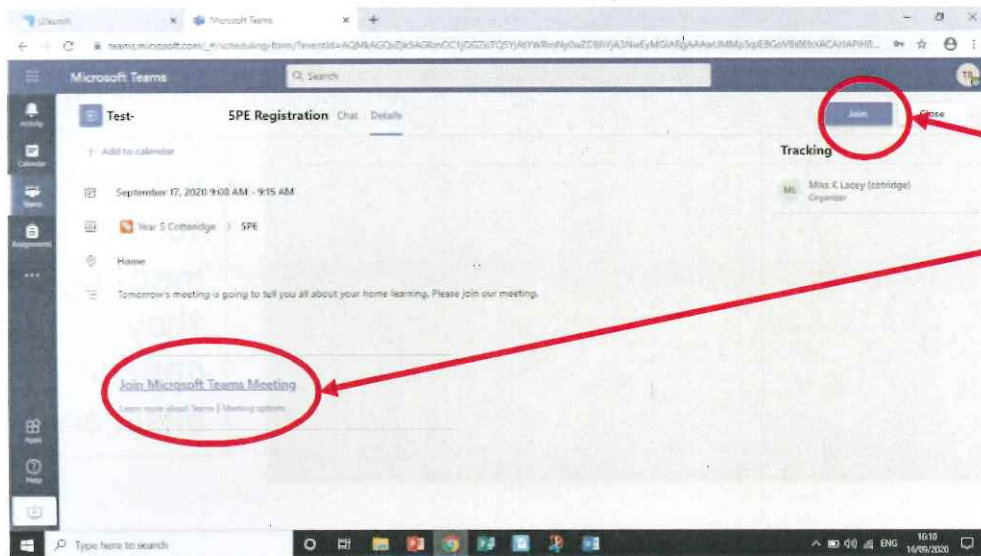
Click
Use the web
app instead.



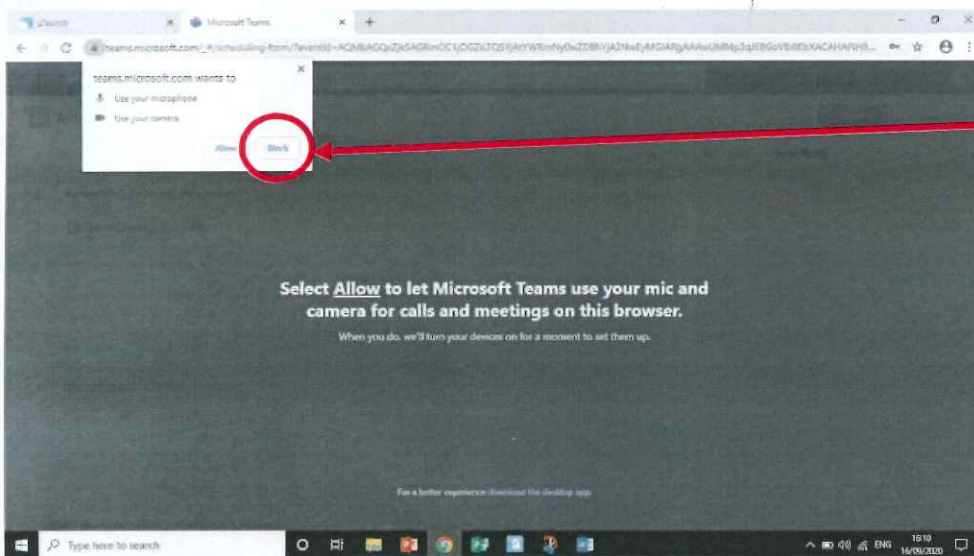
Click on your
year group
tile.
Then select
your class.



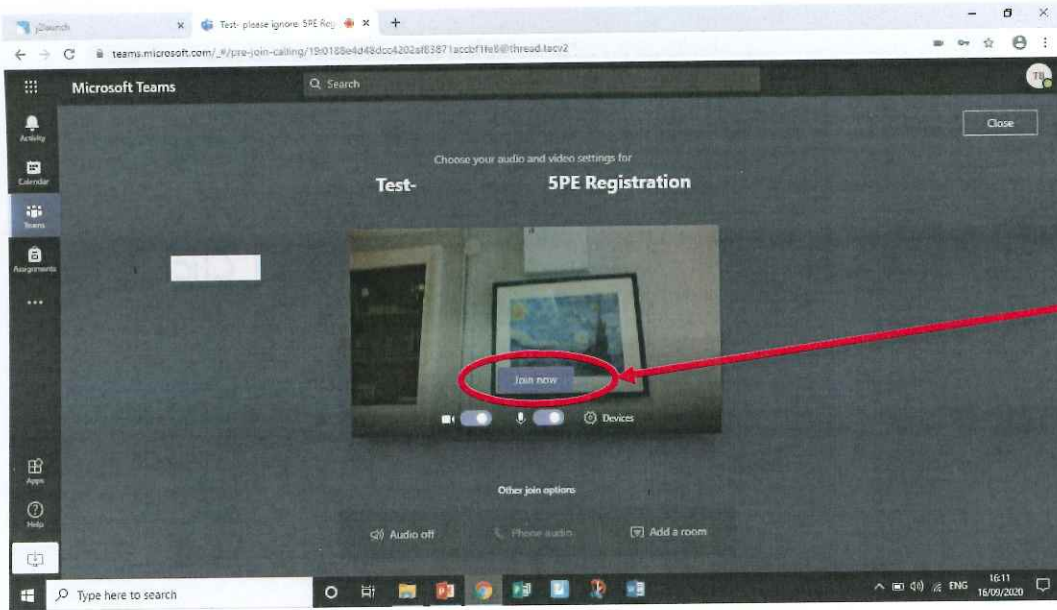
Click on Posts
and then click
on the link
for your live
meeting.



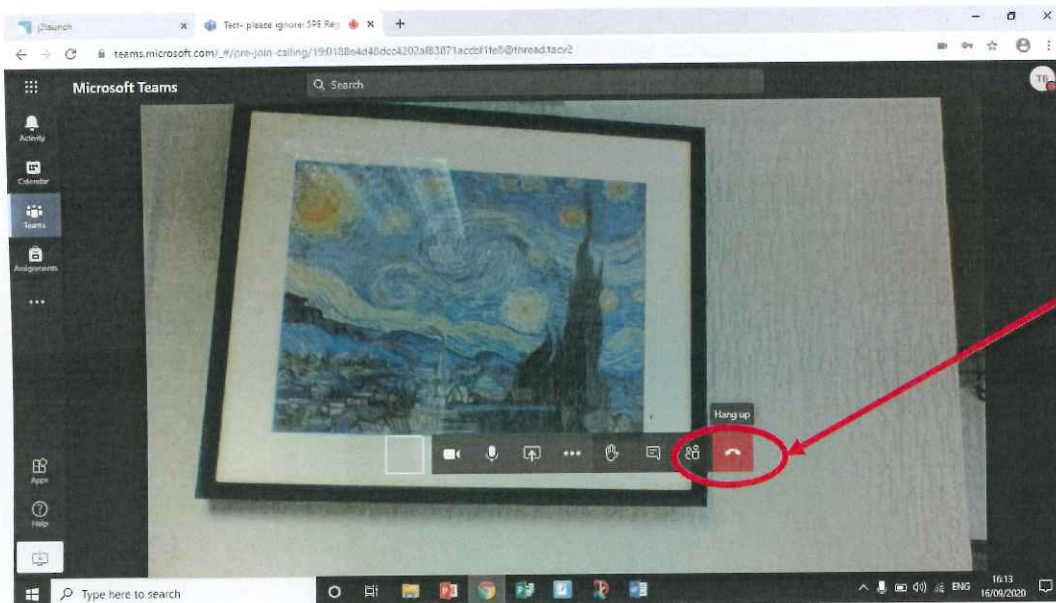
Click either Join or Join Microsoft Teams Meeting.



Click Block.



Click Join now to join the live meeting. Your teacher will let you in to the meeting and they should appear onscreen!



When your meeting is over, click on the red telephone button to end your call.