

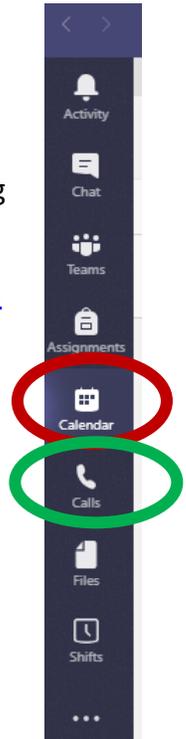
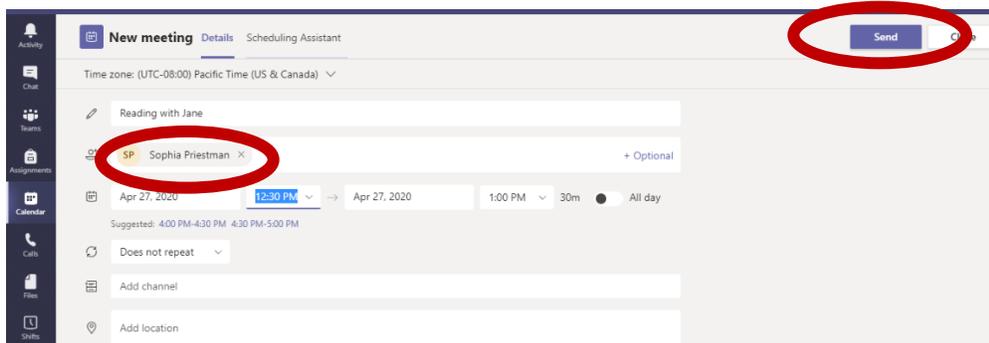
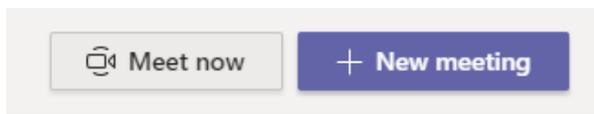
Sharing a screen and control with a second person on Teams

Instructions for sharing/controlling an activity from one Windows computer/laptop/desktop to another Windows computer/laptop/desktop.

1. Educator sets up a **meeting/call** in TEAMS through a calendar invite or call.
2. Educator invites student(s) to the **meeting** via meeting now, or a new meeting and calendar invite.

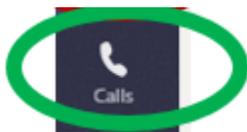
*This will only work using a student's school district emails e.g. Student#@learn71.ca

Meeting (Calendar)



Calls

Educators also have the option of **calling** a student through Teams



Make a call

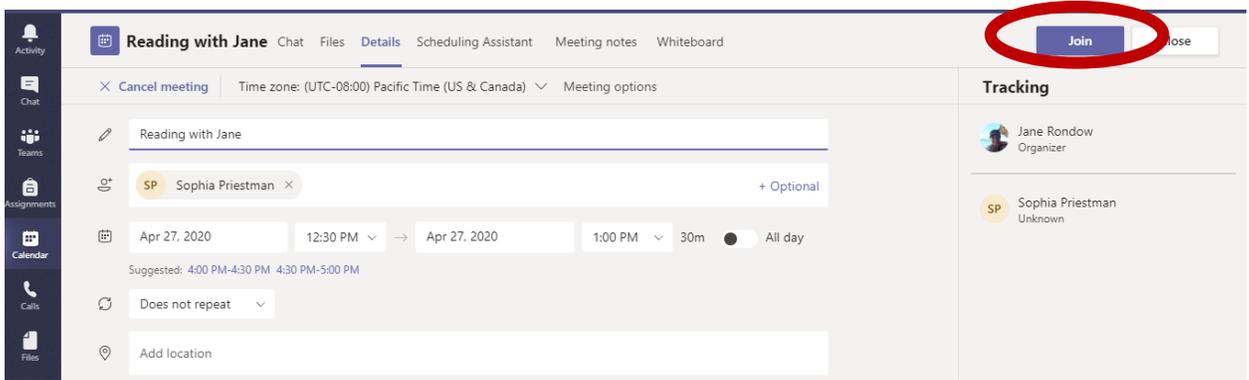
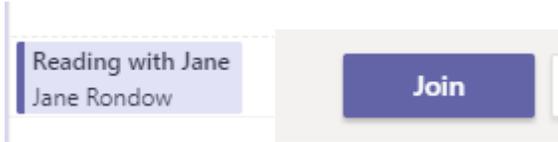
Heather Wilms X

- Suggested
- HW Heather Wilms
 - Christina Majcher
 - Valerie Harnden
 - LP Luisa Pereira

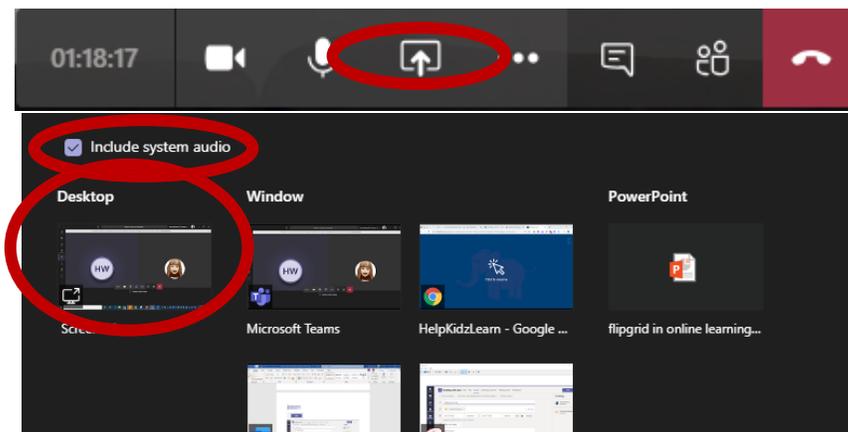


3. Educator opens the activity on their computer screen (refer to Recommended Activity Options handout).

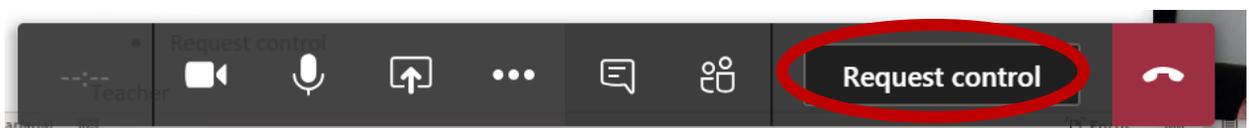
- Educator and Student Login and Join Teams meeting/call at designated time.



- Educator Navigates to the activity e.g. <https://www.uniteforliteracy.com/> or <https://www.reallygreatreading.com/lettertiles/>
- Educator Shares DESKTOP screen, making sure to include system audio



- Educator Explains lesson/activity
- Student will have a Request Control option on their toolbar. Student selects Request control.



9. Educator Allows request for control.



10. Educator and student engage in shared activity.

*When a student requests control and their TEAMS toolbar is blocking the icons, once the student clicks on the activity screen, the toolbar will drop out of the way.