

September 2018

Dear Parent/Carer,

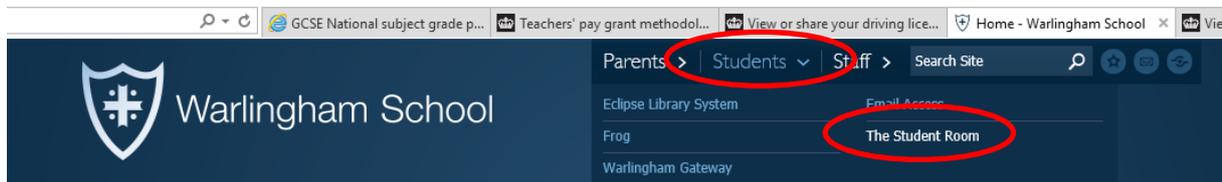
NEW SCHOOL VIRTUAL LEARNING ENVIRONMENT – SHAREPOINT/THE STUDENT ROOM.

We are pleased to launch 'Student Room' the new School Virtual Learning Environment (VLE), which replaces FROG, with effect from September 2018. The 'Student Room', platform uses Microsoft 'SharePoint' software.

The Student Room Login

To access the Student Room, your son or daughter can use any web browser to login, using the following steps:

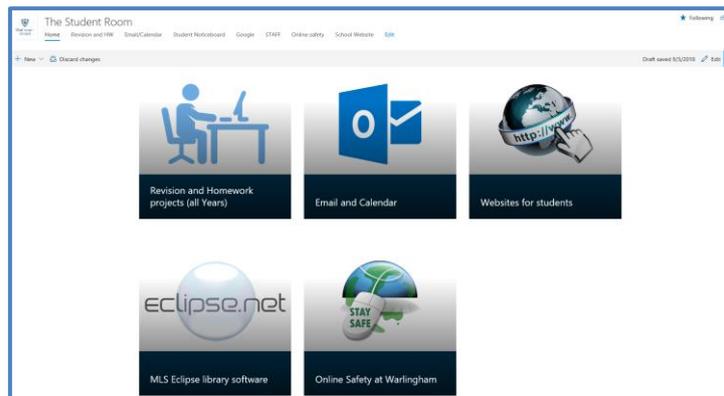
- 1) Go to the school website homepage www.warlinghamschool.co.uk
- 2) At the top right of the homepage, hover over the 'Students' tab and click on 'Student Room'.



- 3) When prompted for a login, students should type in their school email address which is composed of their username with @warlinghamschool.co.uk. Each student username will be made up of 4 digits of surname, 4 digits of forename and year of entry. EG.

Surnfore18@warlinghamschool.co.uk

- 4) The password for the Student Room and all online Microsoft resources is the same password as the network login password at school.
- 5) Once entered, the Student Room landing webpage will launch (below).



If there are any issues with login passwords, students should go directly to the IT technician office, situated on the corner of the Music block, at their earliest convenience.

/cont'd

Headteacher: Mr N Bradwell BA (Hons) NPQH

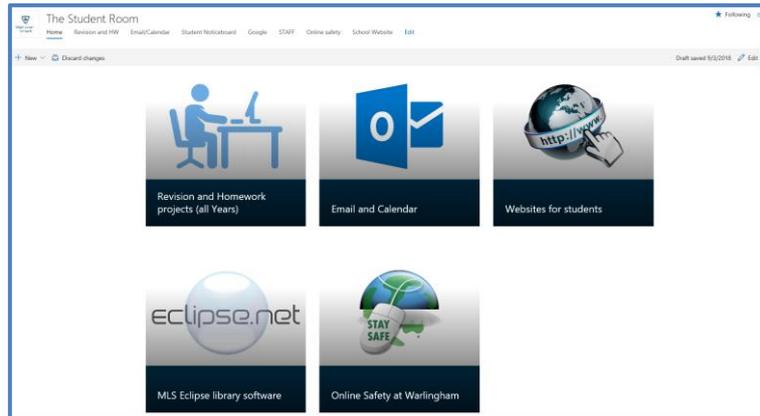
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F: 01883 624026

info@warlinghamschool.co.uk
www.warlinghamschool.co.uk

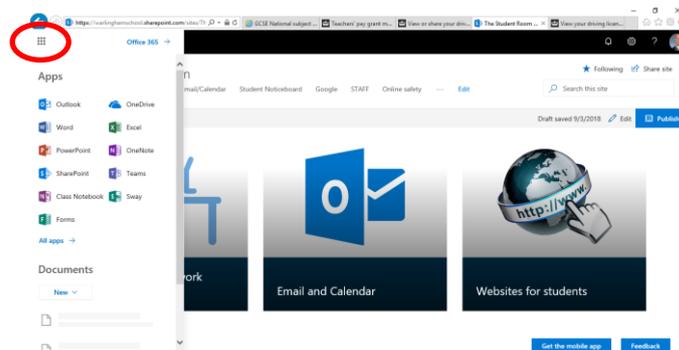
The Student Room Resources

There are currently five components available to students as follows:



- 1) **The Revision and Homework section** contains a file storage area with various curriculum resources.
- 2) **The Email and Calendar section** will be used by some departments for setting homework (a time zone may need to be selected on first use – this should be +0.00 London).
- 3) **Websites for Students** contains a list of useful external online learning resources and websites, recommended by our curriculum departments.
- 4) The 'eclipse.net' webpage provides access to the school library software
- 5) **Online Safety at Warlingham** contains a variety of information and guidance for students and parents/carers.

In addition, the login details used for Student Room also unlock the Office 365 suite including online Word, PowerPoint, Excel and more. To access these, there is a button at the top left of the screen (a grid of 9 squares, as indicated) which when clicked, opens a series of menu options (see below). You can also download these apps for mobile devices such as iPads, Android phones etc. just search in the app stores for Outlook, Word, SharePoint etc.



If you have any feedback or require further information regarding the 'Student Room' contents, please don't hesitate to contact me c.glover@warlinghamschool.co.uk.

Yours faithfully



Mr Glover
Assistant Headteacher