



K. R. MANGALAM WORLD SCHOOL, G.K. II
PARENTS' CIRCULAR
CLASS - KG

DATE: September 29, 2020

Circular No: KRMGK-II/20-21/156

“Every child is a different kind of flower. All together they make this world a beautiful garden.”

Dear Parent,

K.R. Mangalam commences its journey of education with the firm belief that education for children today should begin on a higher plain than before. It is our goal to make our students autonomous learners and let each and every child develop their own cognitive, physical, emotional and spiritual self. During this difficult time, the whole world is facing a tough challenge due to the spread of COVID 19, we hope that all of you are safe and taking good care of yourself and your families.

To make this online learning journey a wonderful experience for our little learners, the students of Class KG will be shifting to Microsoft Teams from Monday, October 5, 2020.

The Microsoft Teams app is available on Play Store as well as Apple store. Instructions for downloading the app on the desktop and android/iphone, the Microsoft Email Id and password for your ward are being sent to you in the attachment.

The school and parents together share the responsibility of caring and nurturing our children. The synergy between us can make all the difference in the lives of our children.

Warm Regards

Dr Sangeeta Arora

Principal

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Kindly note the Username and Password of your ward for logging in to Microsoft Teams

Admission No.	Name	Class	Username	Password

IMPORTANT NOTE: Kindly keep a note of the password safely if you change it. We will not be able to recover the id if the password gets changed.

STEPS TO DOWNLOAD MICROSOFT TEAMS TO YOUR DESKTOP

Install Microsoft Teams to your PC to connect to online classes

Step 1: Go to Web Browser

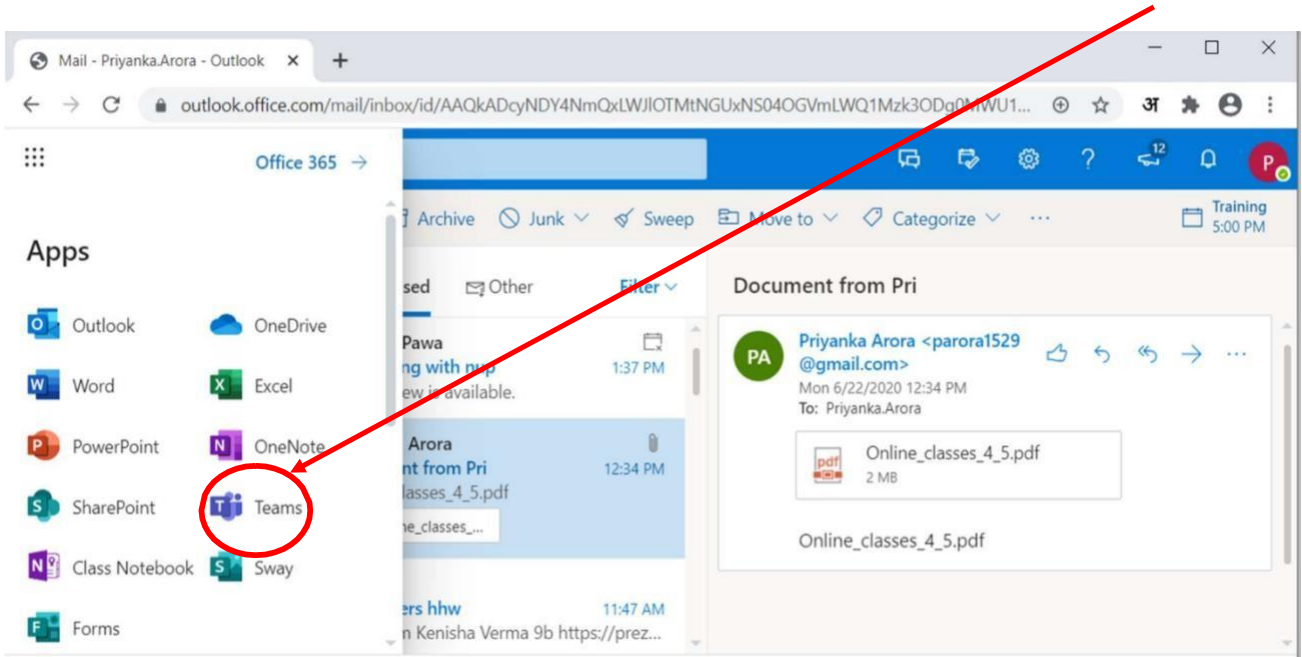
Step 2: Go to the Office 365 sign in page (<https://www.office.com/>)

Step 3: Enter your personal Microsoft email id provided by the school in the school app in the sign in Box

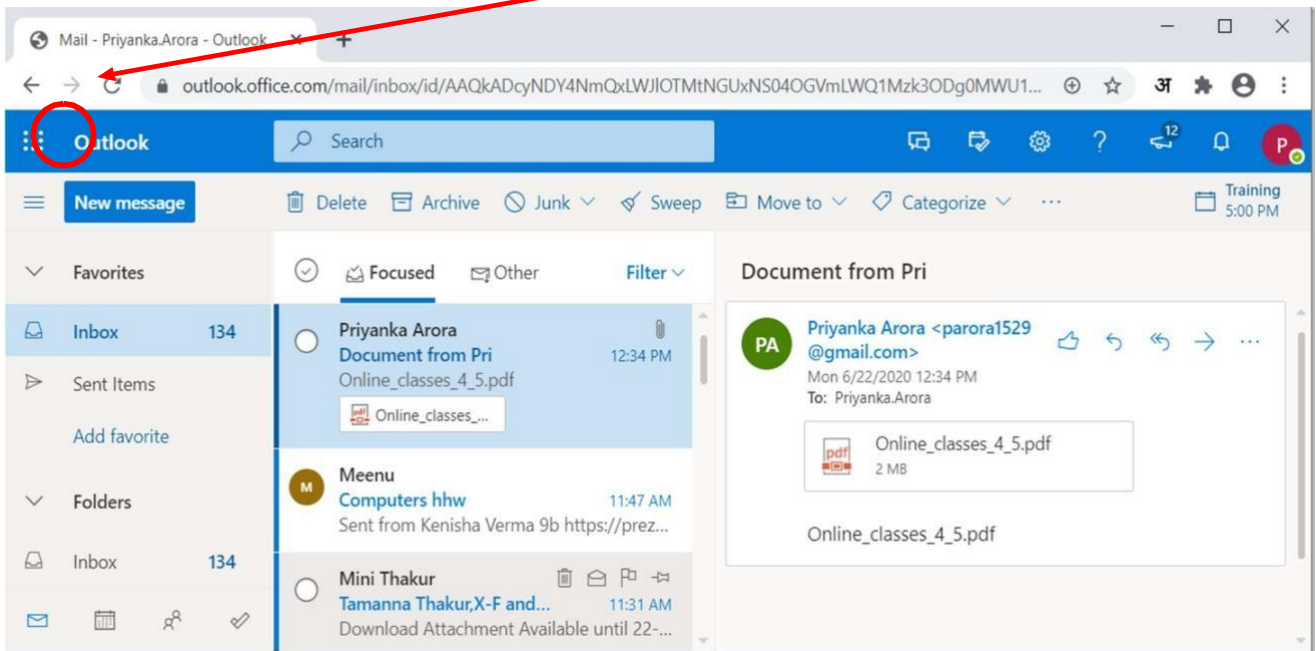
Step 4: Enter the password (which you have received from School)

Step 5: Your mail outlook mail Box will open. In this mailbox on the left-hand side where the outlook is written there are 9 dots you can see as "App

Step 6: When you click on it. An App box like this will appear. Click on Teams Icon here



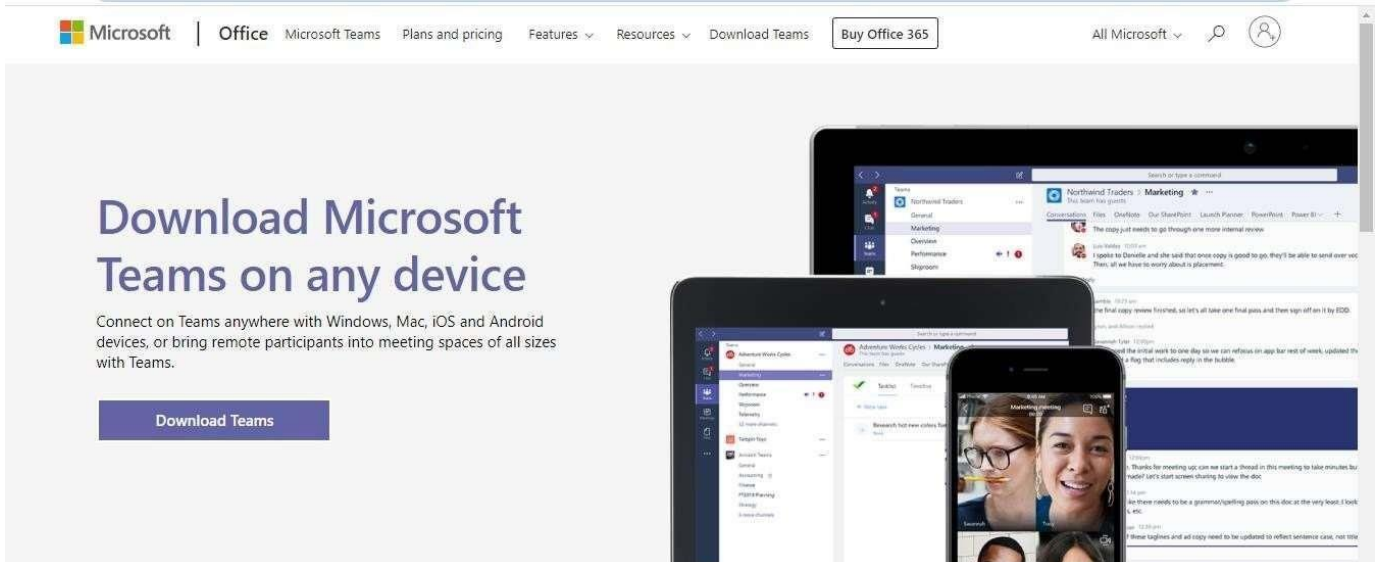
Launcher”



1. How to Download Teams

Click on the following link:

<https://products.office.com/en-in/microsoft-teams/download-app>



Download Teams for your desktop



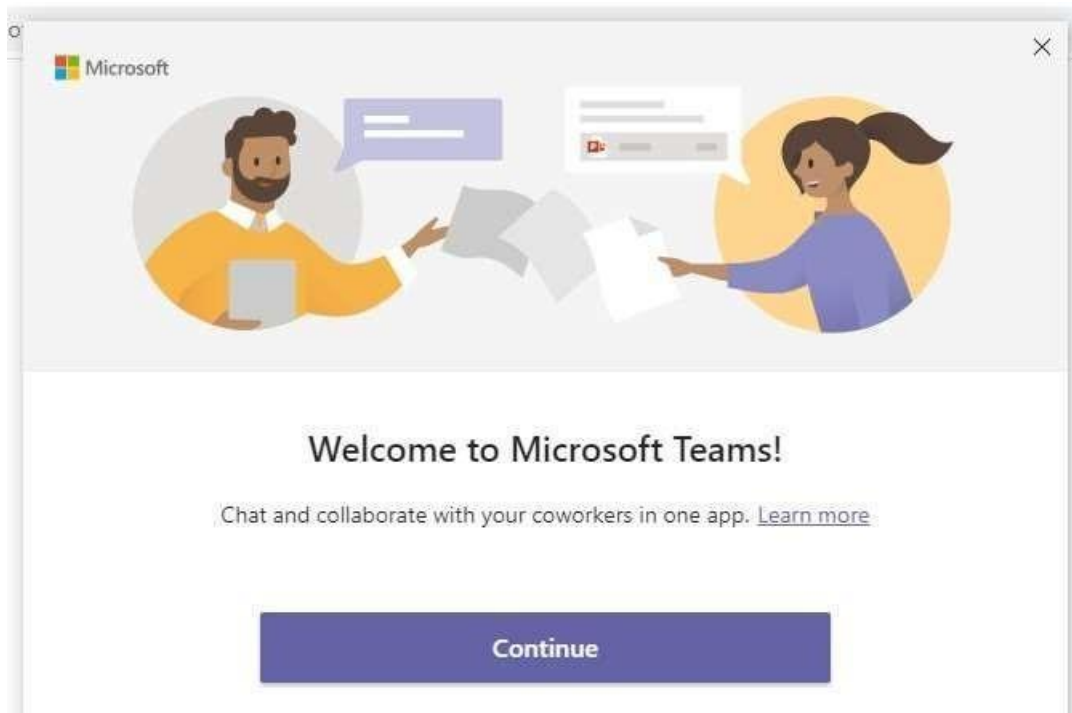
Download Teams

Get the Teams mobile app



Enter your email address and we'll send a download link.

SEND NOW



LOGIN WITH YOUR MICROSOFT TEAMS ID AND PASSWORD

