



COUNTRY DAY

CONNECTED

CountryDay.net/go/ConnectED

Getting Ready for Next Week.

- Please read the message that I emailed to you and your parents. This is just a quick checklist to make sure you are ready to hit the ground running next week as we transition to remote learning.
- Turn on your Surface, make sure all is well. Don't panic if there is an issue. We will help you!
- Check for updates and apply them [Force Windows Updates](#)
- Your teachers have already sent TEAMS meeting invites to you and will likely send you more. Watch this quick screencast on how to join and interact. [Microsoft Stream](#)
- If you have issues remember that www.office.com on any device gets you access to everything.
- Outlook and Teams work very well on your phone. This would be a good backup in case you have technical problems with your Surface.
- Email helpdesk@countryday.net if you are having problems. It is the best way to get you in touch with the proper person to help.
- Remember that the [AUP](#) that guides our actions applies to all that we do. Everything you do is on our servers and you need to make good decisions and always err on the side of caution. These tools are for the business of school and we will be using new tools that we haven't used before. Protect your privacy.

A handwritten signature in blue ink that reads "Robert".

Robert Baker • Director of Technology