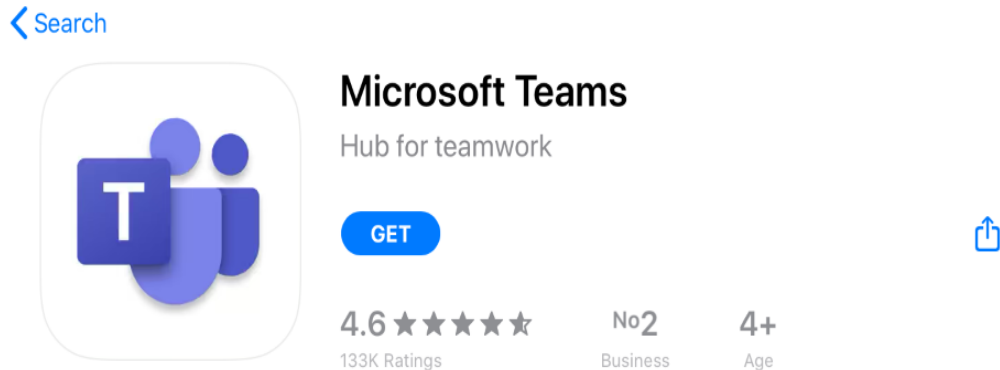


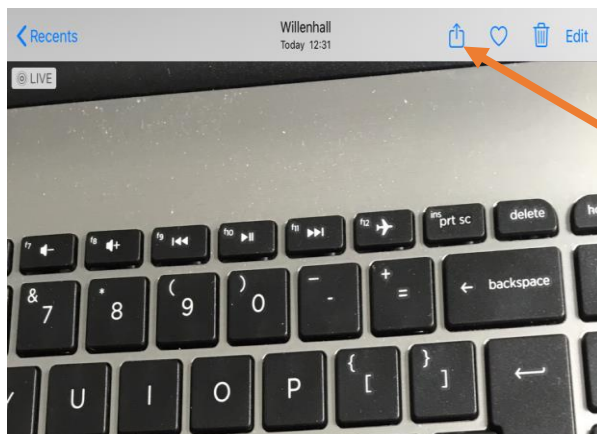
## How to upload a photo on an Apple device

On your android device go into the Apple Store and download Microsoft Teams for free.

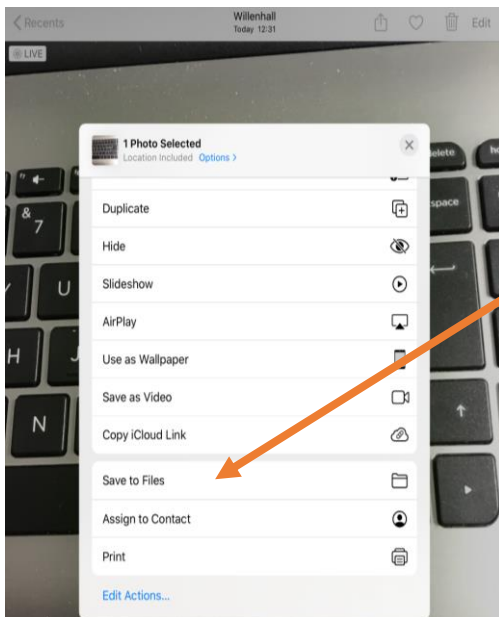


**YOU WILL THEN NEED TO TAKE THE PHOTO OF THE WORK YOU REQUIRE TO UPLOAD BEFORE GOING ONTO THE APP.**

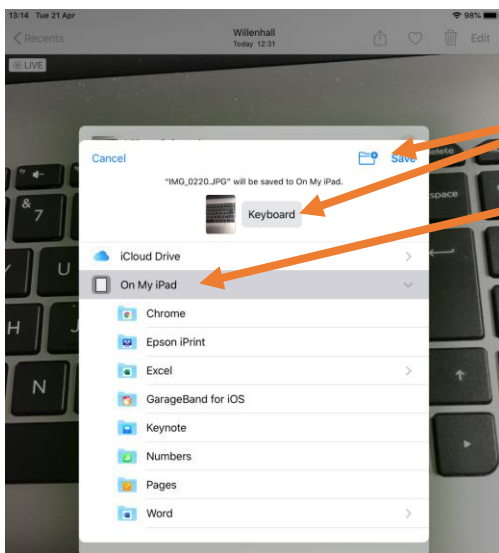
Before you go onto Microsoft Teams you will need to rename the photo so that your teacher is clear what the work is.



Select the photo you want to upload and press this button.

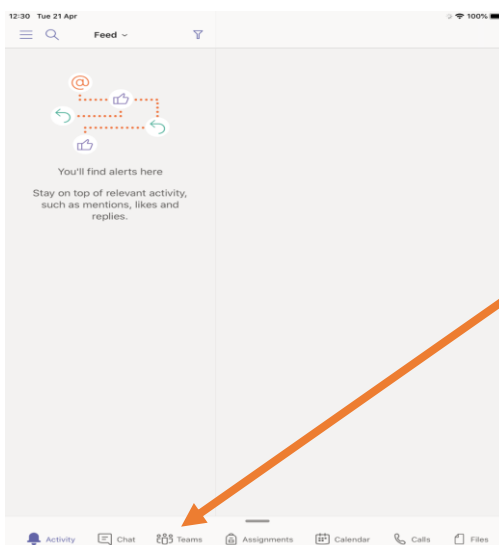


This box will appear and click on Save to Files.

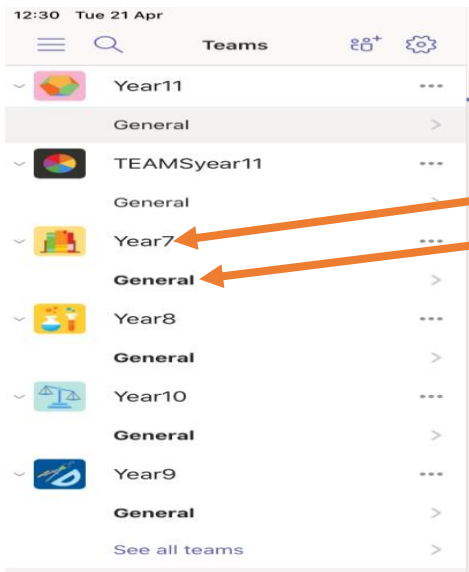


Rename your photo and then save. Make sure you save it to On my ipad, this will be same with phone but will state iphone.

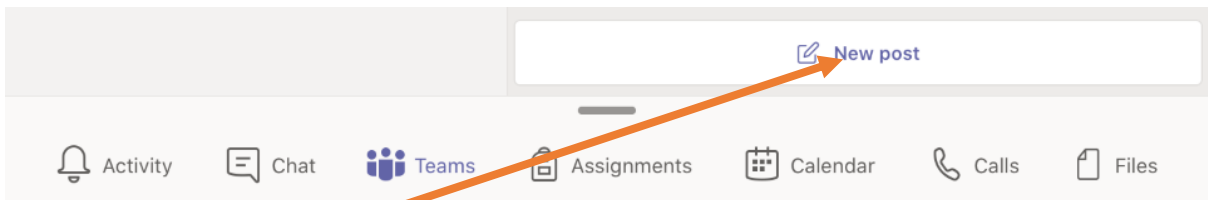
Open the Teams app from your app section on your device. You will need to login as you have on the school website.



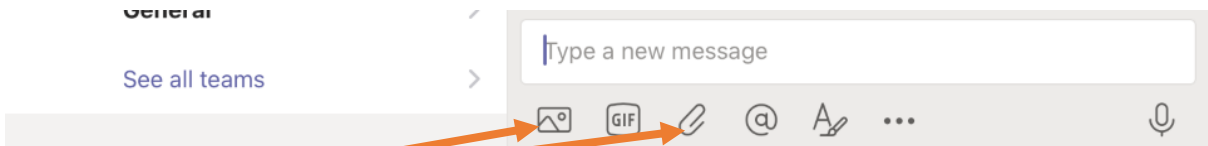
Then this page will appear, from the bottom of the page tap Teams button.



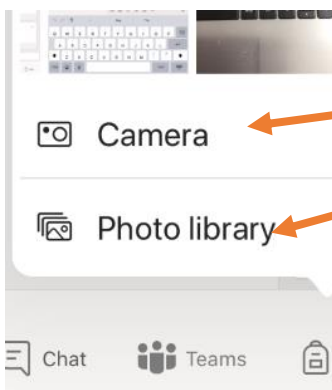
Select your year group and tap General.



Then tap on New Post



If you're uploading a photo click on the photo tab and if it's a file click on the paper clip tab.



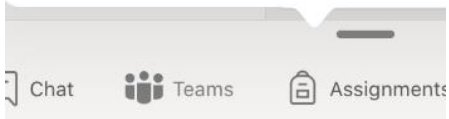
Browse and select what photo you want to upload.



📎 Attach 1 photo

✎ Edit 1 photo

➤ Attach and send



Select photo you want, blue tick will appear in the corner, then tap Attach and send. This will upload your photo onto Teams for you for your teacher to pick up.