

Millais Student Remote Resources

As a school, we provide a number of resources that are accessible outside our network. Below is a description of each resource and instructions for accessing it from home.

The password for all the resources is always the same as the one you use to log on to the school computers. If you have forgotten your password, either you or a parent/carer will need to contact your tutor and they will ask ICT support reset it. You can change your password remotely [here](#), provided you know what it is currently.

Quick Links

- **Email:** <https://outlook.com/millais.org.uk>
- **Office 365:** <https://login.microsoftonline.com/?whr=millais.org.uk>
- **Frog:** <https://learn.millais.org.uk/app/login>

Office 365 (Email, OneDrive, Office)

Office 365 is a suite of products and applications provided by Microsoft. This includes the office apps (**Word, ExCel, Powerpoint and Outlook** for email). It also includes **OneDrive** and **Sharepoint**.

Use it for:

- **Accessing all your school emails.** Access your emails directly at <https://outlook.com/millais.org.uk> or follow the link on the Office 365 homepage.
- **OneDrive storage.** Every user has their own **OneDrive** area, this is the same as the I drive that you have when you log in at school.
- **Student Shared Area.** You can access this through the **SharePoint** app on the Office 365 homepage or use this [direct link](#).
- **Office Apps.** You can use **Word, Excel, Powerpoint** etc. in the browser, you can also download versions of these apps onto your computer. Signing in to these with your school account will activate them.
- **Microsoft Teams.** Your teacher may have set up a team for your class or tutor group, in a team you can collaborate and share your work.

Login Process:

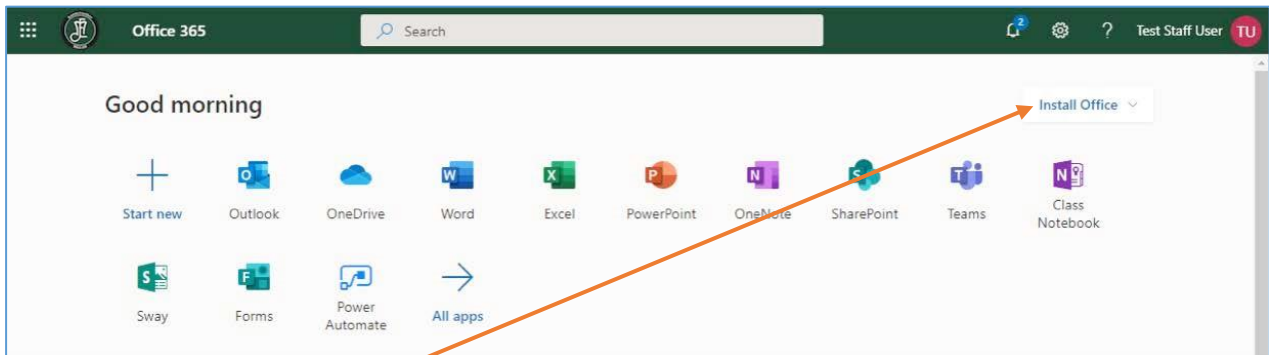
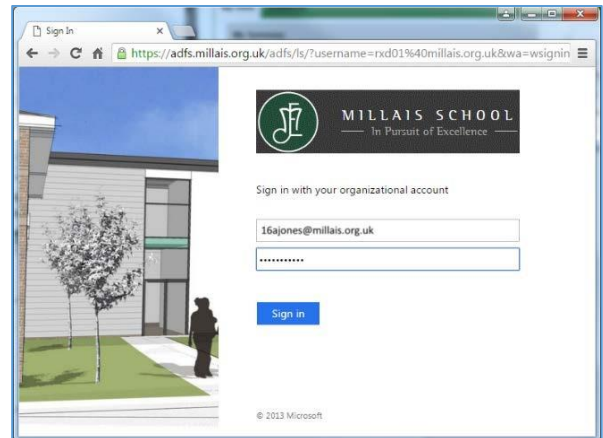
Every student has an Office 365 account. Your email address will end [@millais.org.uk](mailto:millais.org.uk)

To access Office 365, go to this address in your browser:

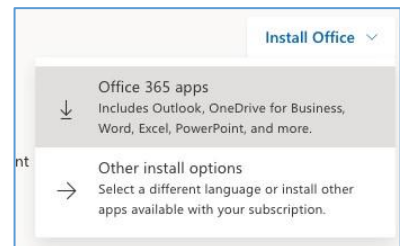
<https://login.microsoftonline.com/?whr=millais.org.uk>

Depending on the device and browser you are using, you may see a login window like on the right or a pop-up asking for your credentials. Sign in using the username and password as described above.

You should then see the homepage below, which provides access to all the available apps. Click on **Outlook** to see your email or **SharePoint** to find the Student Shared Area.



There is also an **'Install Office'** option for downloading and installing office apps directly on your desktop. Click on the link in the top right, select **'Office 365 apps'** to get all the apps. You should then be prompted to download and run the installer. Once installed, sign in with your Office 365 username to activate the programs.



Frog

Frog is the school's VLE. All staff, students and parents have Frog accounts.

Use it for:

- **Checking homework.** Your teachers will set assignments to year groups, classes or individual students. You should receive notifications from Frog and be able to complete and hand-in work.
- **Communications.** There is a noticeboard on your Frog homepage, which is updated with useful information.

Login Process:

Your Frog account is linked with your school network accounts. **So the username for Frog is the same as you use to log on to the school computers.** The login page for Frog has this direct link:

<https://learn.millais.org.uk/app/login>

You can also go to the [school website](#) and click on the 'Login to Frog' link at the bottom of the page. The login page should look as below:

Sign in with the username and password as described above and you will be taken to the homepage. In the top-right there is a link to see your list of assignments, scroll down to see the noticeboard and links to additional sites, resources and websites.

