

# DDLETB Connect - Next Steps

## Week 1. (20 - 25 April)

### Step 1

Book your centralised TEAMS training sessions.  
Click here to access book form.

### Step 2

Remote training session #1  
60 mins  
Introduction to TEAMS using video conferencing.

### Step 3

Connect with your learners in TEAMS via video conferencing.  
Support available from your DDLETB mentor.

## Week 2. (27 April - 1 May)

### Step 4

Remote training session #2  
60 mins  
Using a learner/staff TEAM

### Step 5

ICT coordinators will create your learner TEAM(s).

### Step 6

Connect with your learners in a TEAM.  
Support available from your DDLETB mentor.



Teams is a DDLETB supported platform for video conferencing.  
It is part of Office 365.