



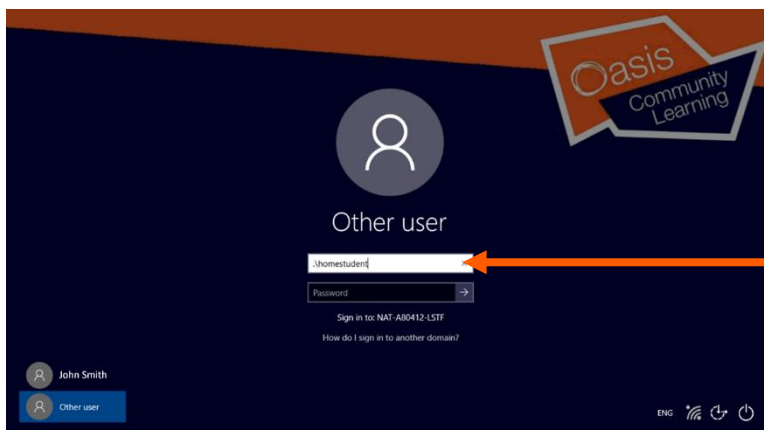
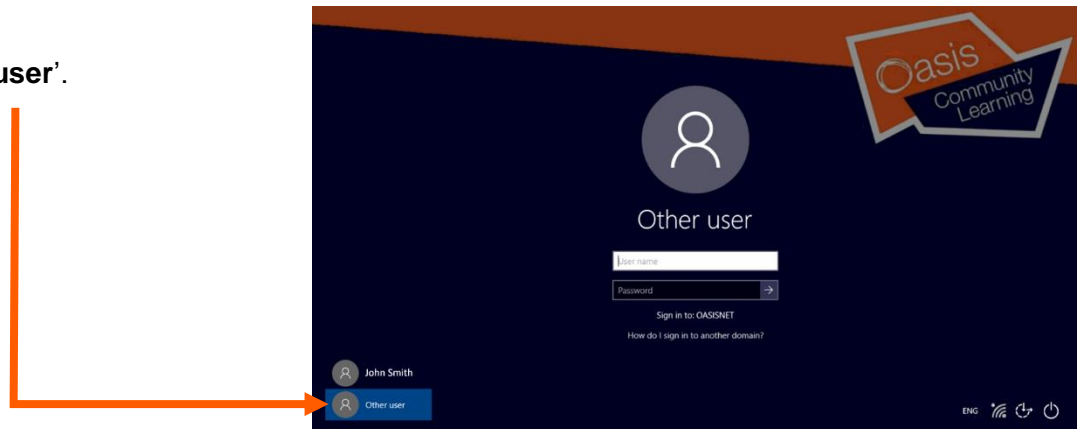
Getting started with your loan laptop (for students)

Now that you have received your laptop, you can log in and access applications such as Microsoft Teams using the steps in this guide.

Logging in to your laptop

1) Turn on your laptop and press any key on the keyboard to load the log in screen.

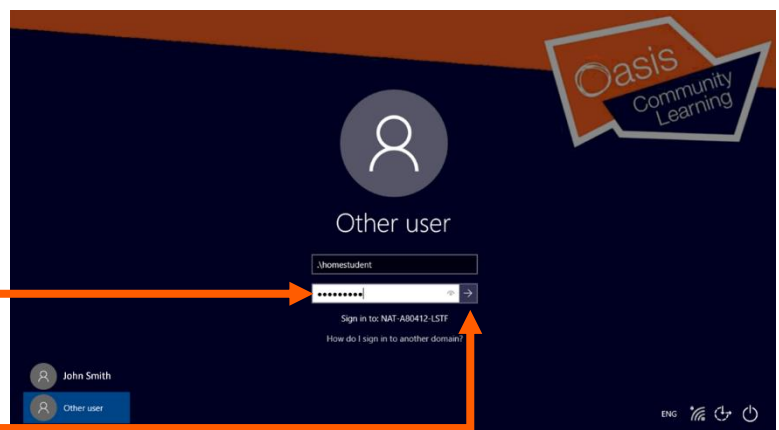
2) Select 'Other user'.



3) Select the User name box and enter the username:


.\homestudent

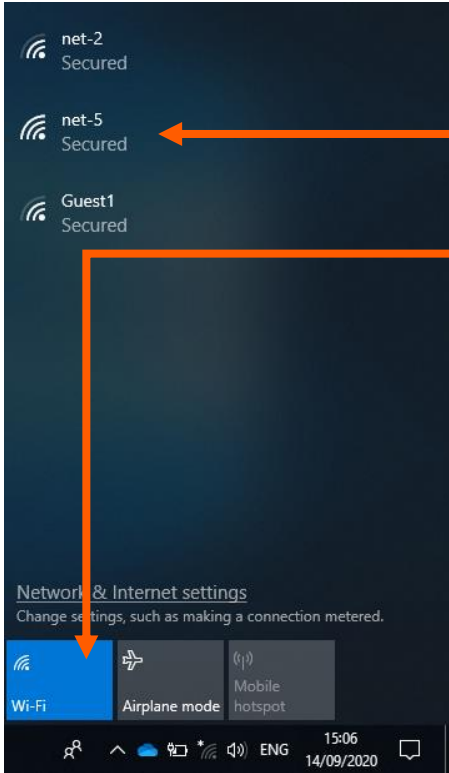
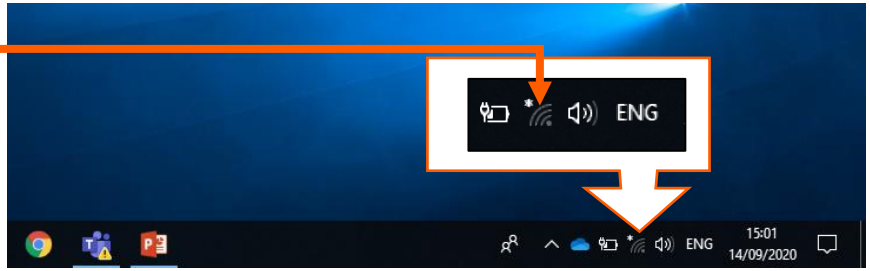
4) Select the Password box and enter the password. The password to use here will be provided to you by your academy and will be different to your personal Oasis password.



5) Select the arrow to login.

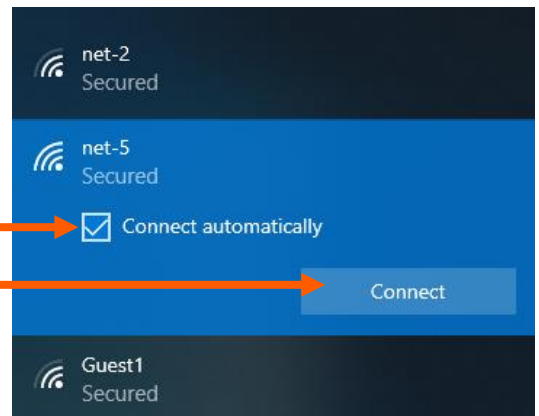
Connecting your laptop to a home wireless network

- 1) Select the **Network**  icon in the notification area in the lower right corner of the laptop screen.

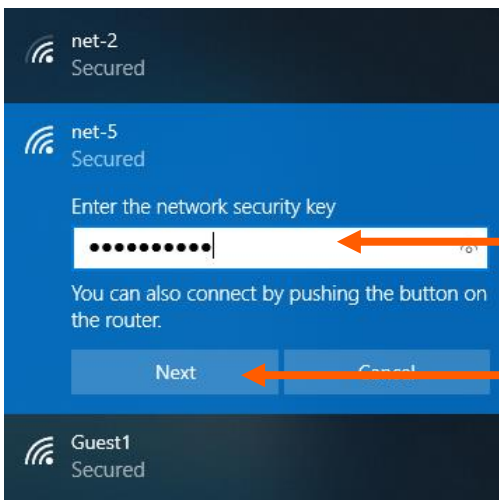


- 2) Ensure Wi-Fi is turned on indicated by a blue box.
- 3) Select the name of your Wi-Fi network from the list of networks available.

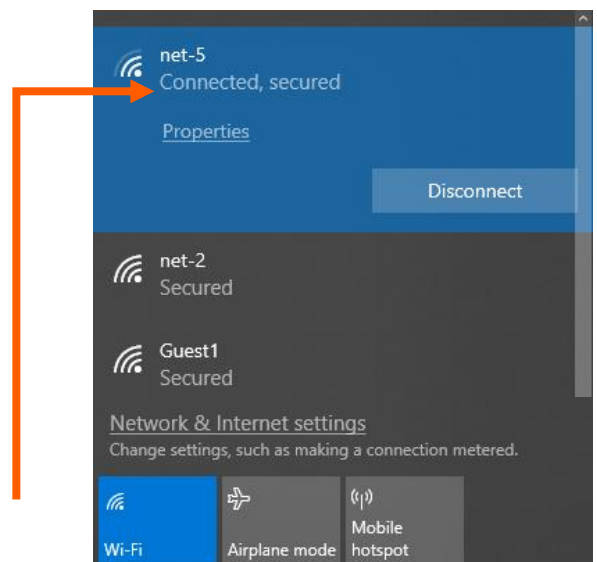
- 4) Tick the box to connect automatically to this network in future.
- 5) Select **'Connect'**.



- 6) Enter the password for your Wi-Fi network.
- 7) Select **'Next'**.

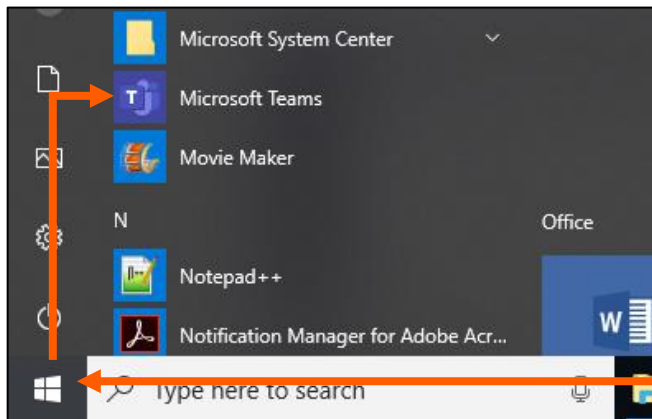
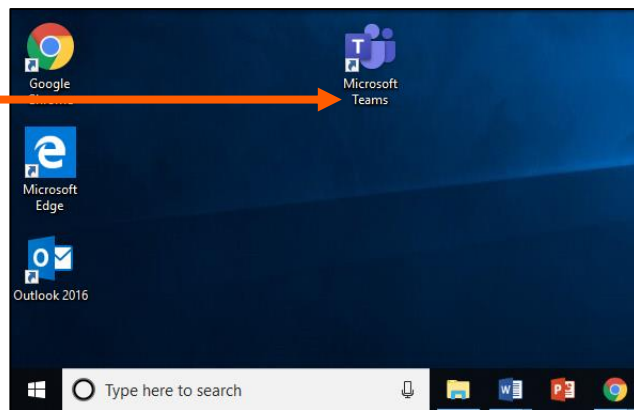



The status displaying **'Connected'** will confirm you are now connected to the Wi-Fi network.



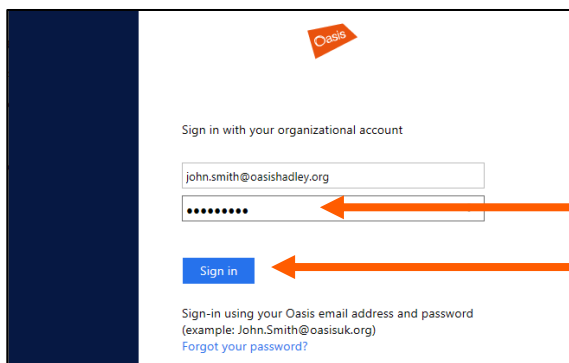
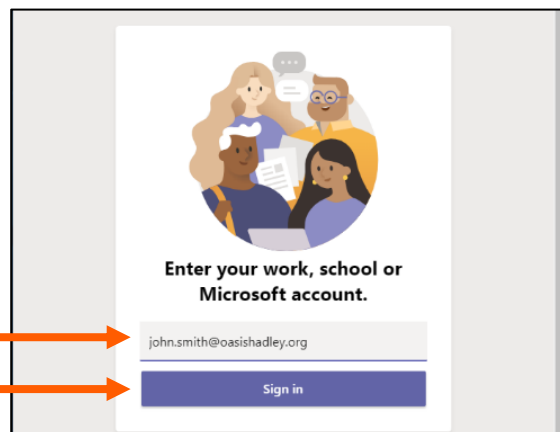
Signing in to Microsoft Teams

- 1) Click on the **Microsoft Teams** icon from your desktop.

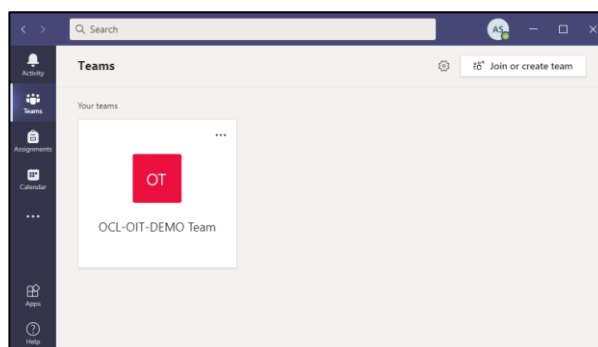


- 2) You can also click on the windows  icon and scroll down in alphabetical order to 'M' to find **Microsoft Teams**.


- 3) Enter your Oasis email address and select '**Sign in**'.



- 4) Enter your Oasis password and select '**Sign in**'.



You can now use **Microsoft Teams** through the desktop application.

 For IT help and support please contact the IT Service Desk team on
Telephone: 020 7921 4330
Email: ServiceDesk@oasisuk.org