

# How To Take Attendance For Each Class Period

Video on how to mark attendance

- [https://washoeschools-my.sharepoint.com/:v:/r/personal/tneufeld\\_washoeschools\\_net/Documents/Units/Beginning%20Year/Screencasts/Attendance.mp4?csf=1&web=1&e=2aGTvd](https://washoeschools-my.sharepoint.com/:v:/r/personal/tneufeld_washoeschools_net/Documents/Units/Beginning%20Year/Screencasts/Attendance.mp4?csf=1&web=1&e=2aGTvd)

## How To Turn In Work On Teams

Video on how to turn in work on Teams

- <https://youtu.be/ZEqbE56u8ZE>

Written directions on how to turn in work on Teams

- <https://support.microsoft.com/en-us/office/turn-in-an-assignment-in-microsoft-teams-e25f383a-b747-4a0b-b6d5-a2845a52092b>

Written directions on how to use a phone to upload assignments

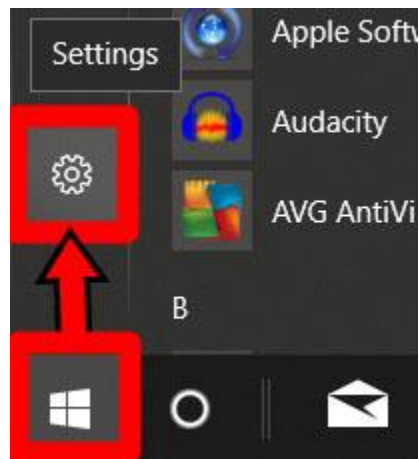
- Take a picture of the assignments
- Go to the Teams app on your phone.
- Click on your Class.
- Pick the assignment.
- Go to the bottom and click the "Add Work" option.
- Click Upload from this device.
- Then select the pictures you want to send as your work.
- Make sure they load.
- Then click "Turn in".

# How to Add a Printer in Windows 10

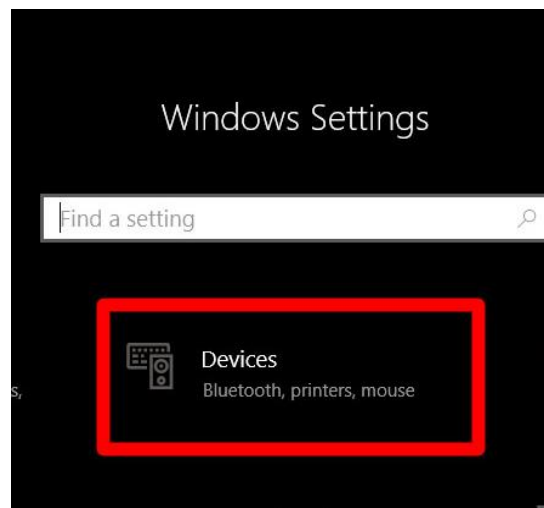
Adding a printer to your Windows 10 laptop or desktop these days is user-friendly and requires little-to-no technical knowledge. You can add a printer via USB, your wireless network, or Bluetooth. Here's how to add a printer in Windows 10, depending on what kind of connection you want to use.

## How to Add a Printer in Windows 10 Via Wi-Fi

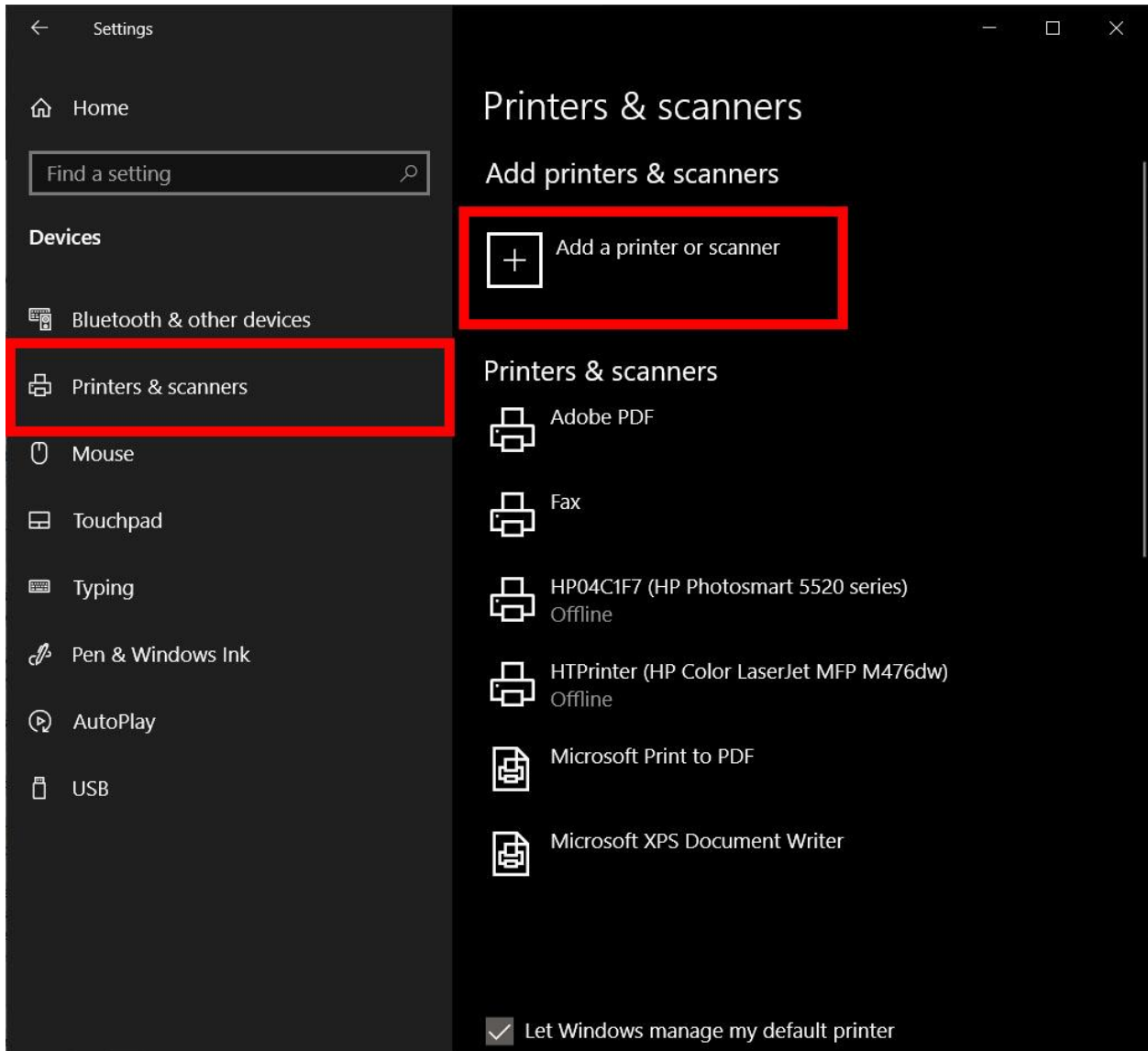
1. **Open the Windows Start menu.**
2. **Then click to Settings.** This is the gear-shaped icon just above the power button in the Start menu.



3. **Then click on Devices.**



4. Next, select **Printers & Scanners**. You can find this in the left sidebar.
5. Then click **Add a Printer**.



Note: Once Windows detects your printer, all you have to do is follow the on-screen instructions for setting it up.

