

Opening Microsoft Office documents on an iPad



Open up the app store and search for Microsoft

Install Word, Excel and PowerPoint (OneNote if required)

Once installed open one of these and log in with your school email address that is your username that you normally use in school then the @ symbol followed by meadowhead.sheffield.sch.uk as shown in this example below.

ChildOne@meadowhead.sheffield.sch.uk

And your normal school password to register. You will be able to use all the Office apps and save any files to your school OneDrive for printing.

Documents automatically save to OneDrive periodically so you don't have to worry about saving your files when you have finished editing them. Just close it down and the updated file will be there.