



**What can
my young
person use
Glow for?**

**How do
you use
Glow?**

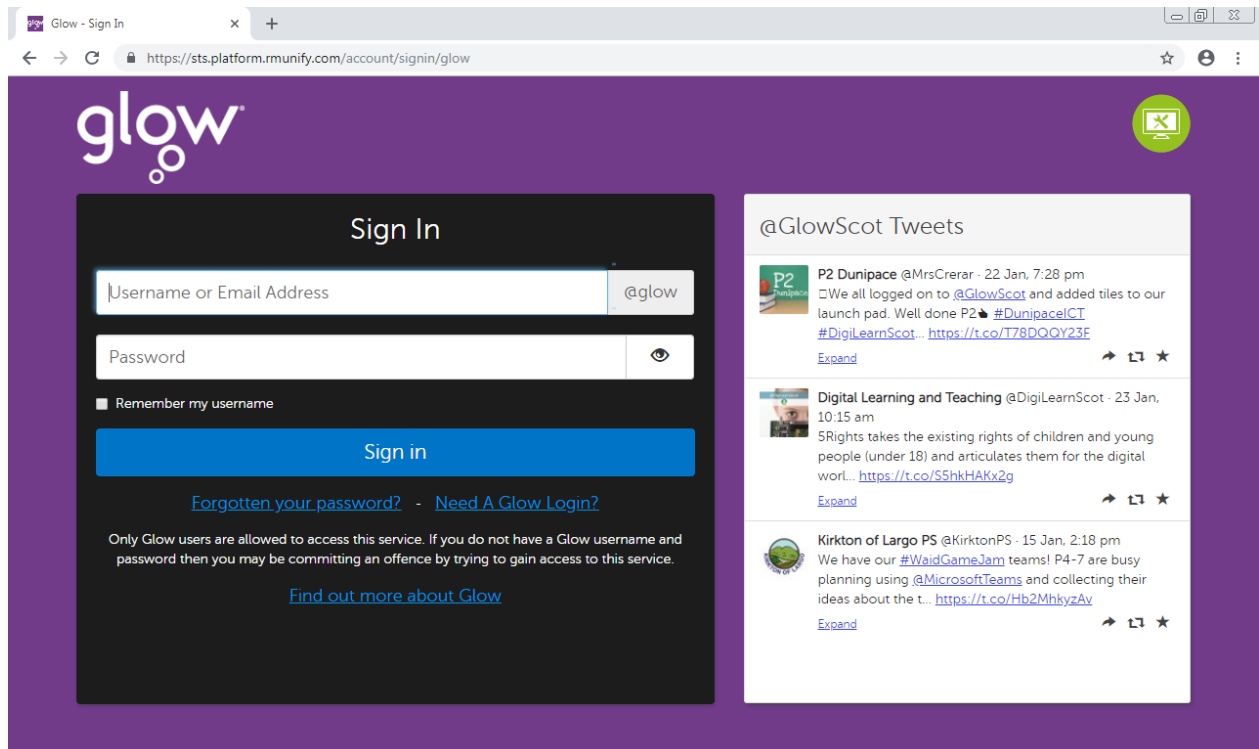
**What is
Glow?**



Contents

Signing in to Glow.....	Page 3
Useful resources in Glow.....	Pages 4-6
SQA.....	Page 5
Clickview.....	Page 6
A guide to accessing and installing Microsoft Office through Glow.....	Pages 7-11
What is the One Drive and how can my young person use it?	Pages 12-17

Signing in to Glow



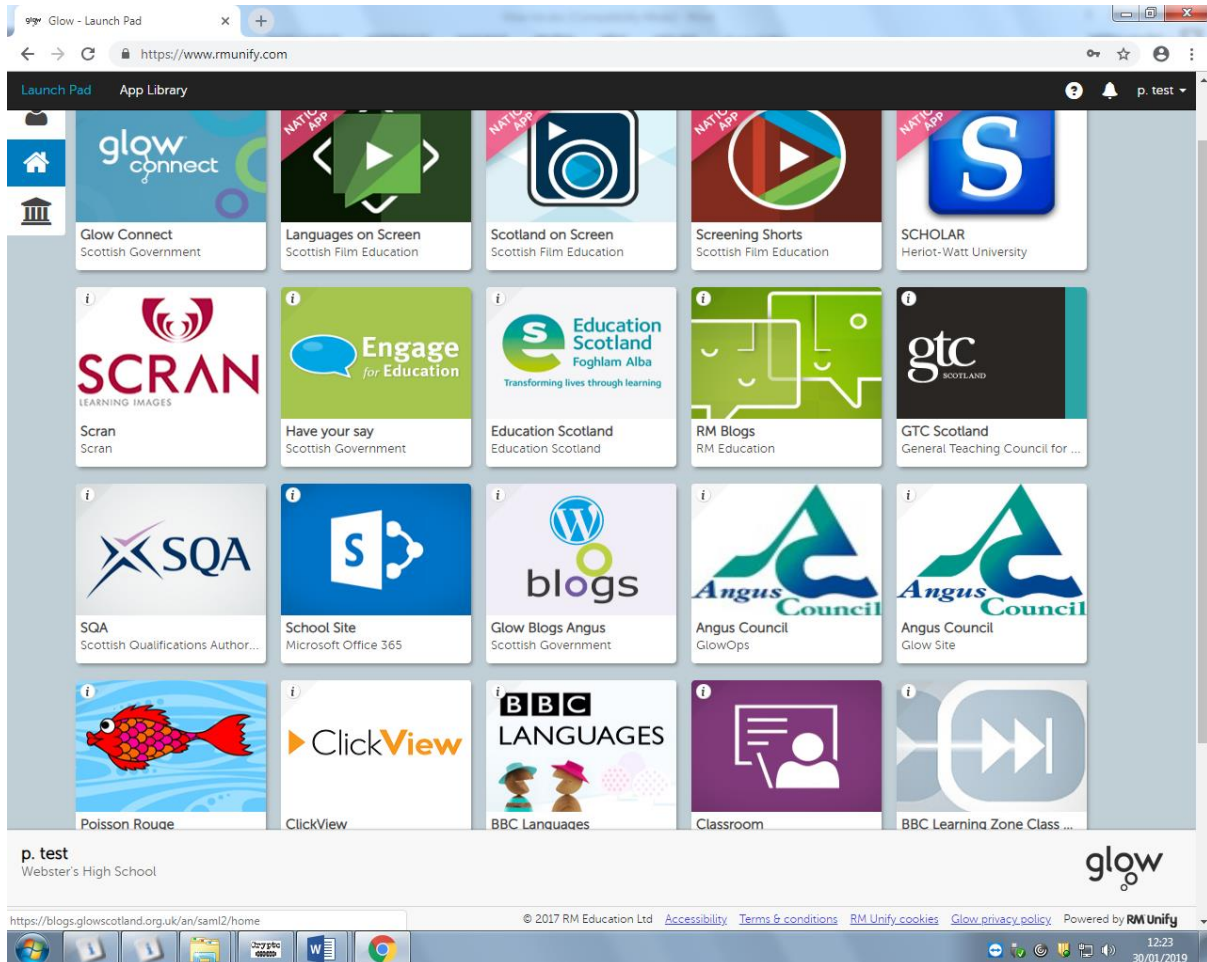
Step 1 - To login to glow, navigate to the above website either by searching for Glow through Google, or by following the website address listed below.

<https://sts.platform.rmunify.com/account/signin/glow>

Step 2 – You will need your child to login using their Glow login details, if they have forgotten their details they will need to speak to Mrs Malecki, Mr.Owen or Mr. Robertson in school to have them reissued.

Useful Resources in GLOW

When you login this page (or a similar one) will appear



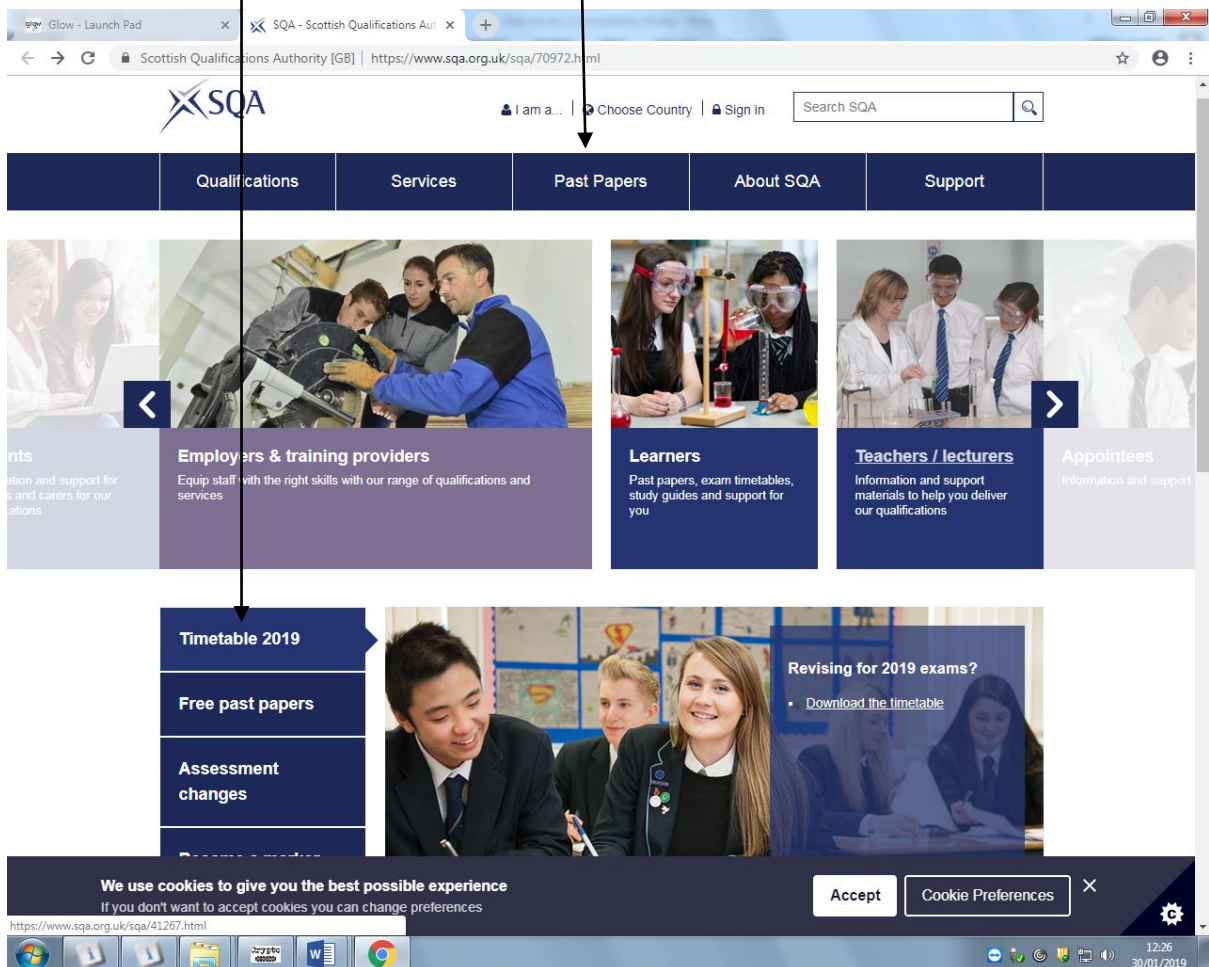
Useful files to access include:

- SQA Website –exam timetable and past papers
- Clickview
- Scholar (S4-S6) –Pupils are issued passwords by the school

SQA

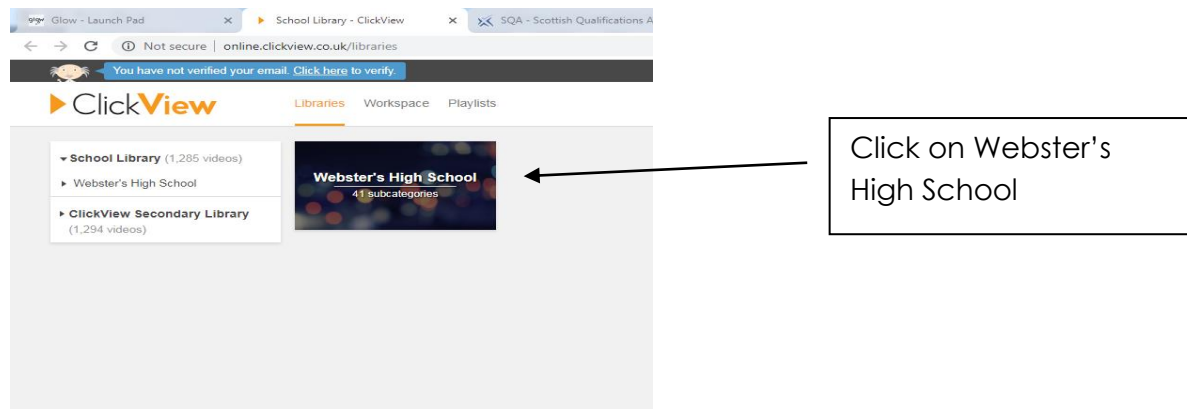
When you click on the SQA tile you will see this page.

The exam timetable and past papers are the most useful for pupils.

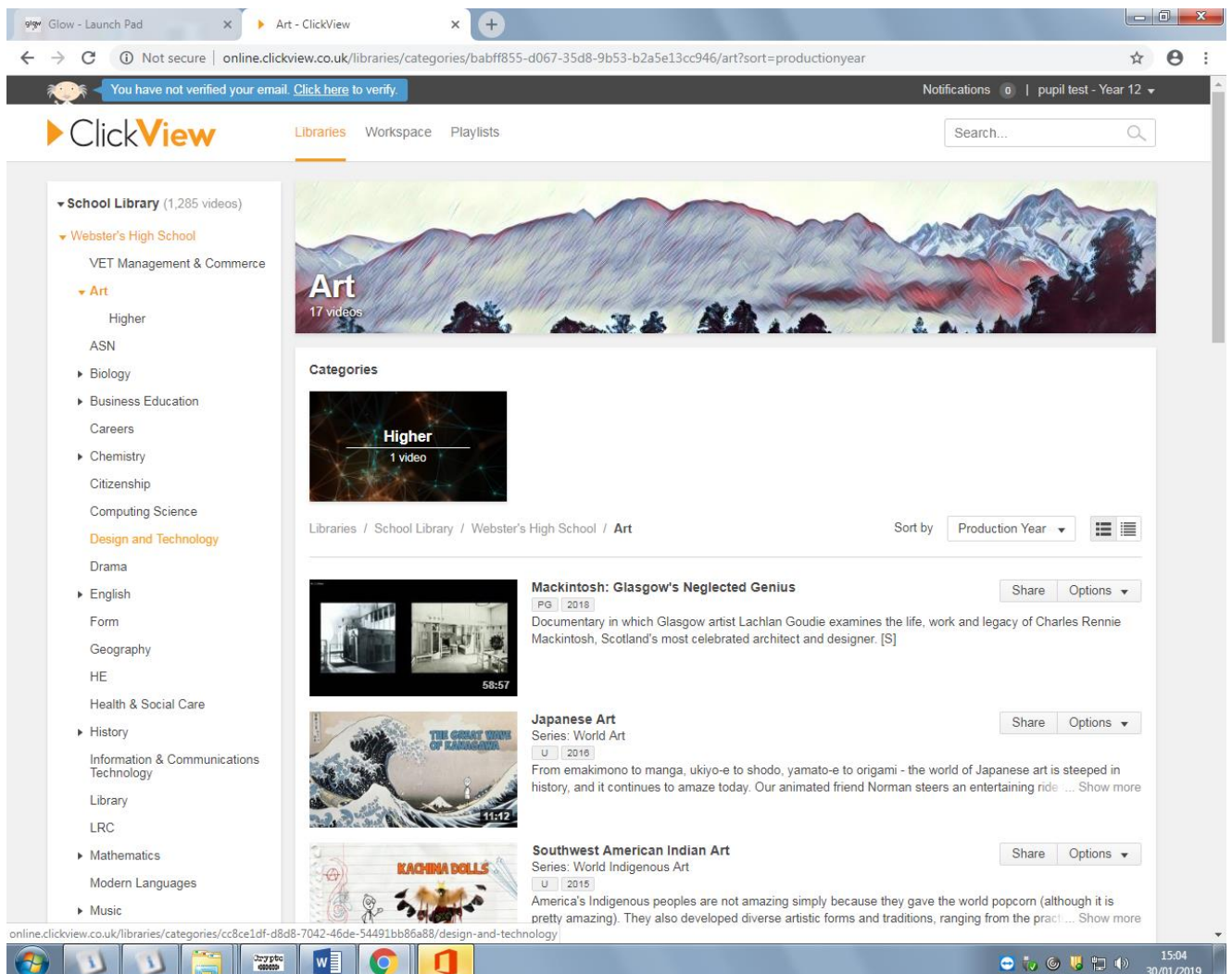


Clickview

When you click on clickview you will see this page:

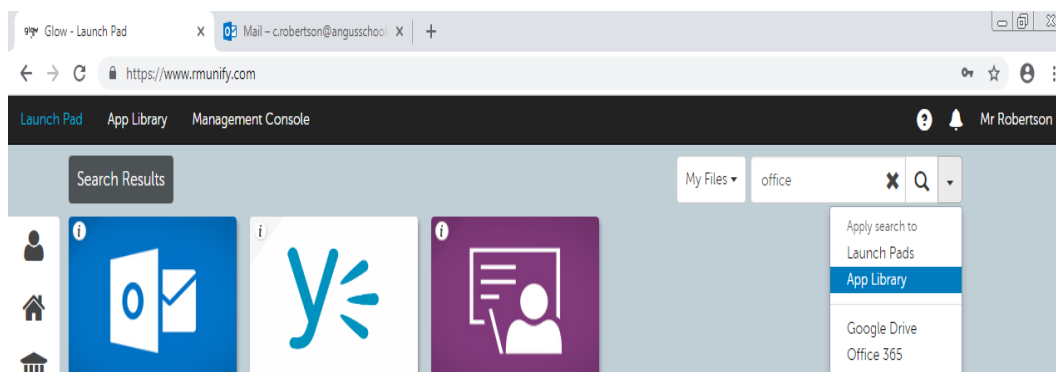


You will then see the clickview library and can select a subject area. Once you have selected the subject area you can choose from a variety of clips to watch.

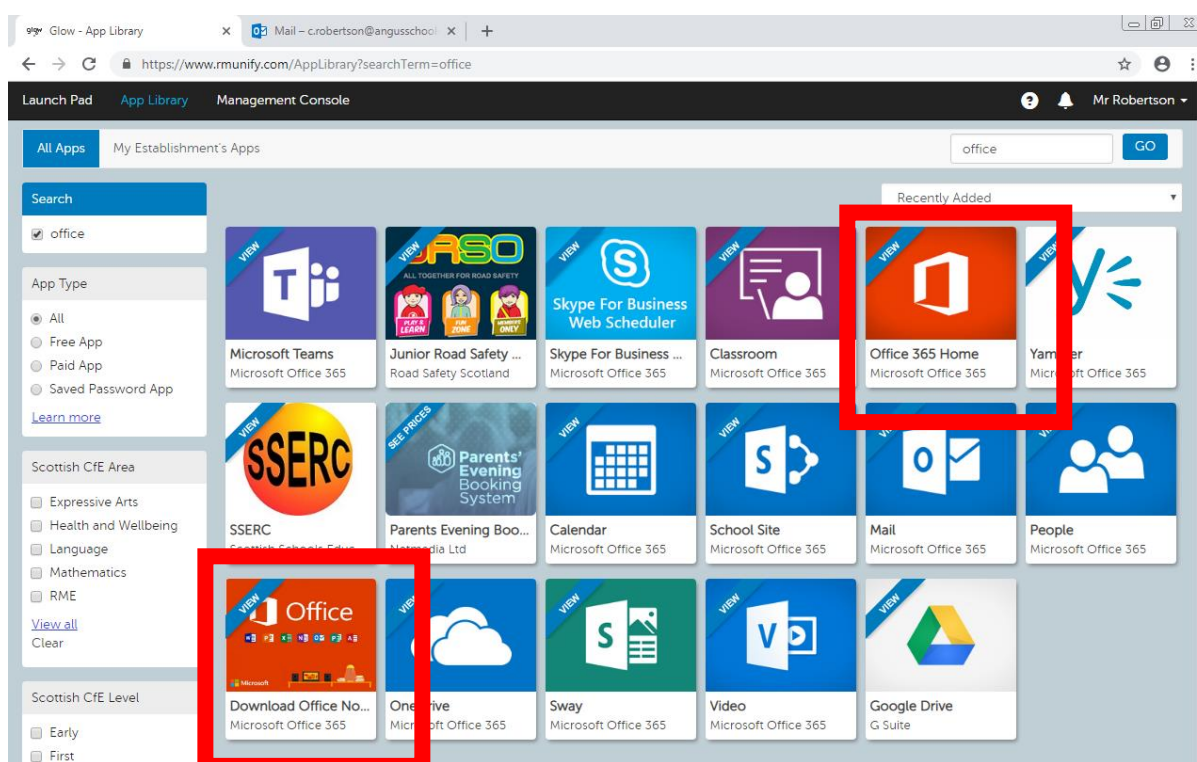


A guide to accessing and installing Microsoft Office through Glow

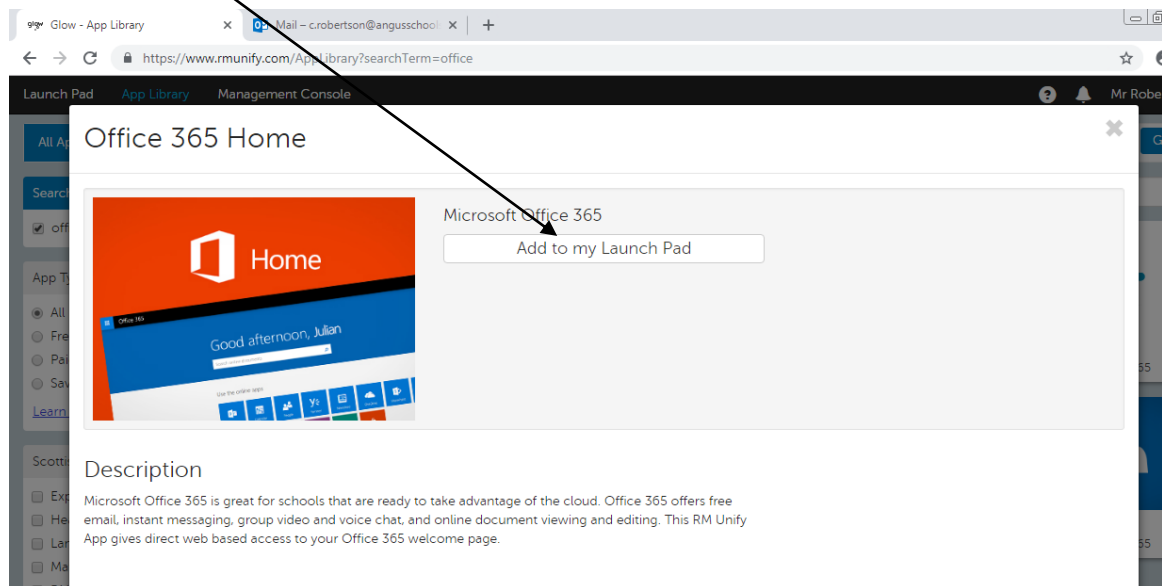
Step 1 – In the top right you will notice a search bar, in this bar type “**office**”. Then click the small arrow beside the search bar and choose the “**App Library**” option.



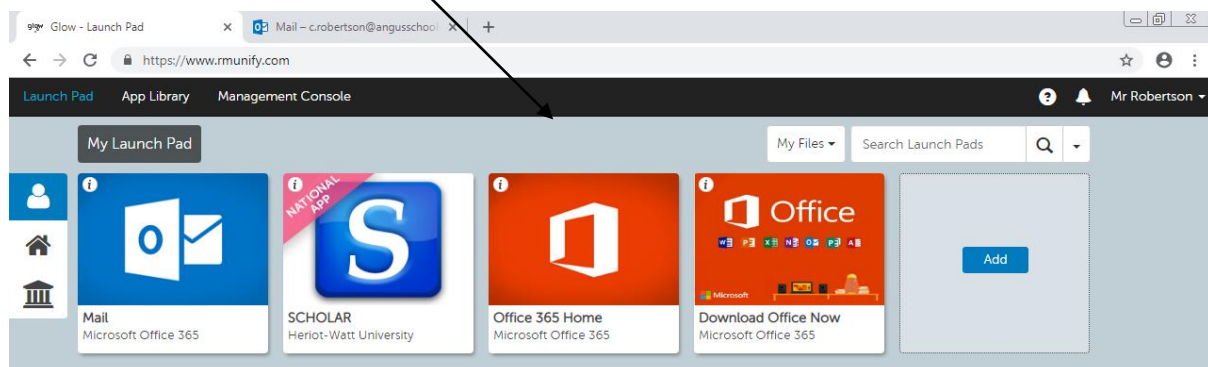
Step 2 – You should now be on this page, from here you are interested in **Office 365 Home** and the **Download Office** tiles

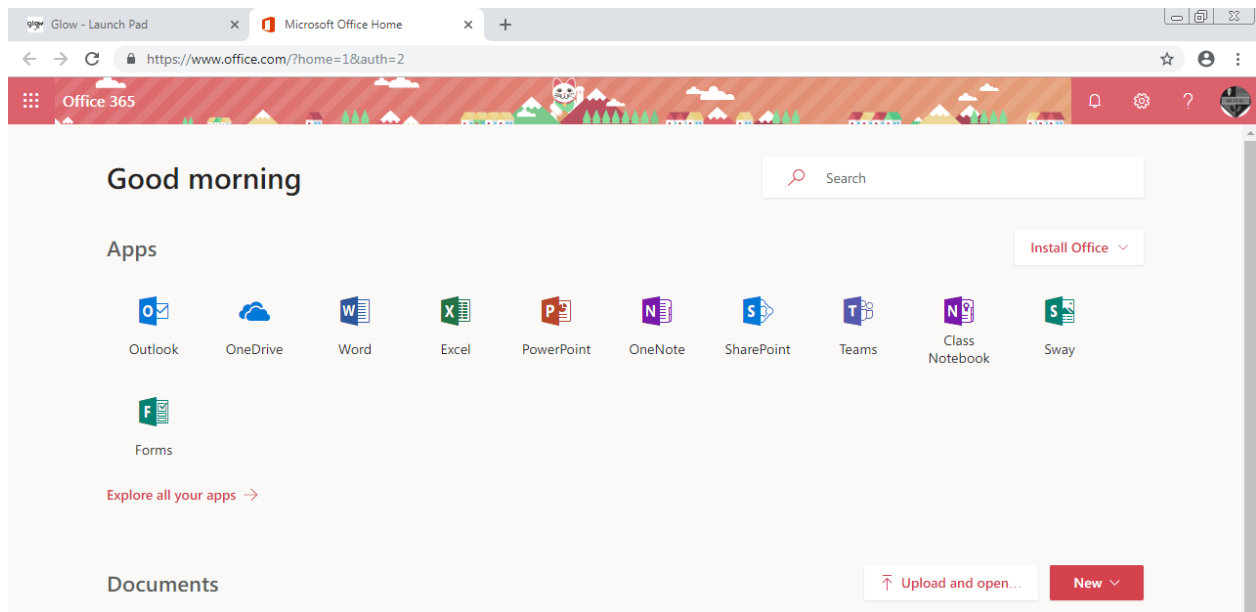


Step 3 – Clicking these will open this page, click the **Add to my Launchpad** option and then click the small cross in the corner



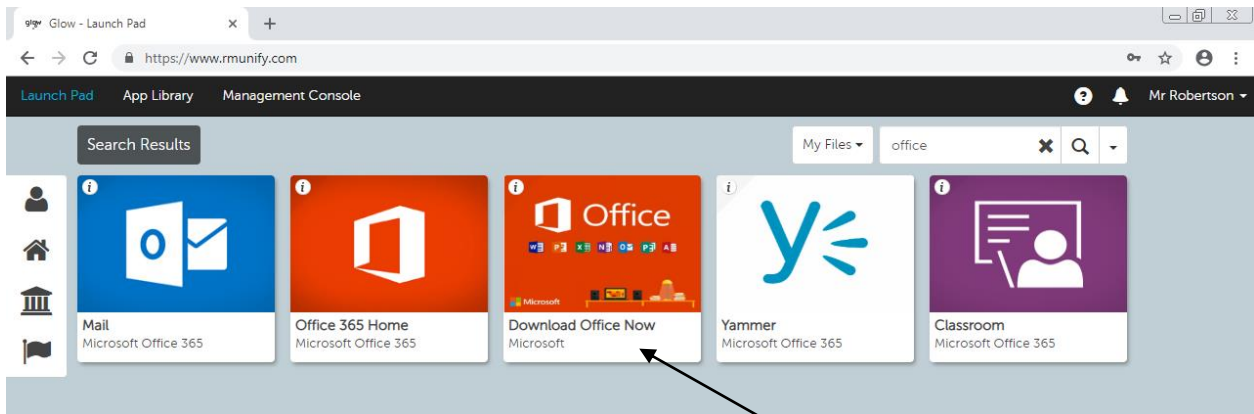
Step 4 – Going back to the very start you should now see both tiles added to your Launchpad. For the next step we need to click the **Office 365 Home** tile





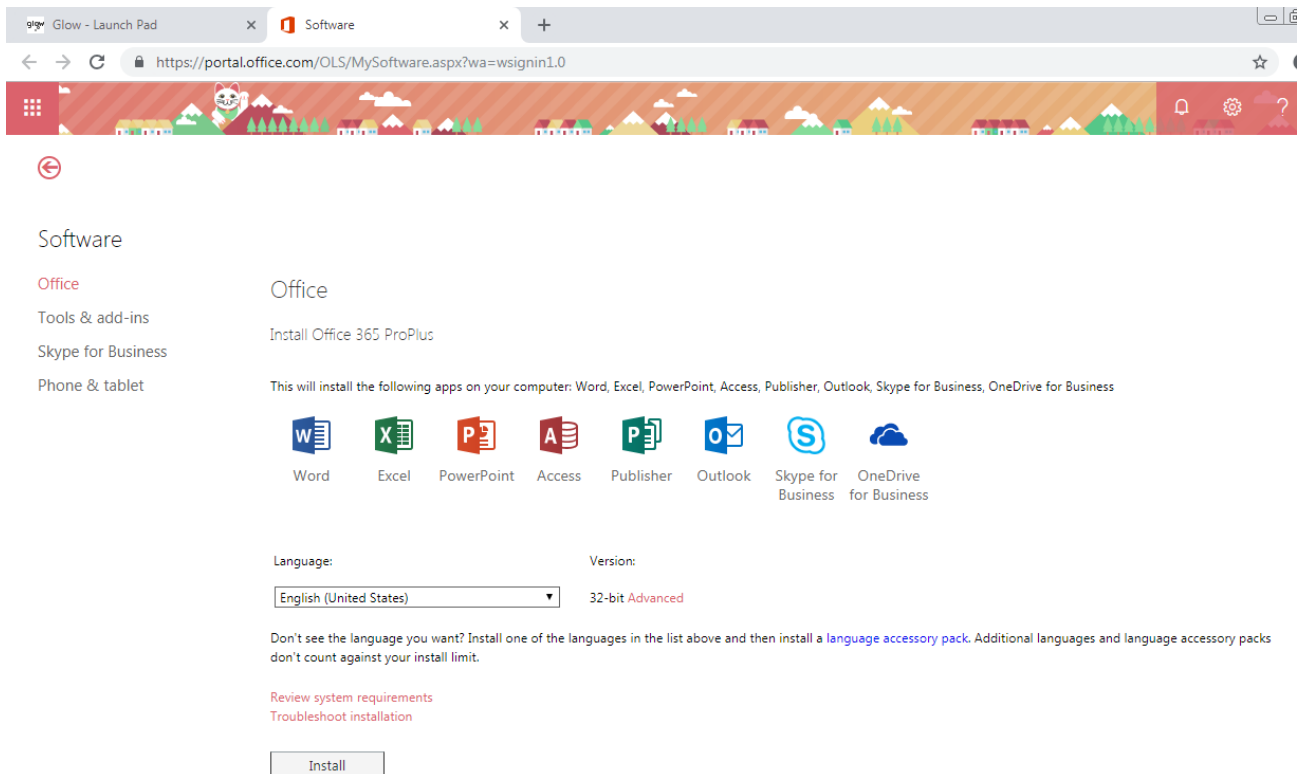
Step 5– Clicking on the previous tile will take you to this page. Click on each of the tiles above to access the various online Microsoft apps. The important ones are

- Outlook (Email)
- OneDrive(Cloud storage for files)
- Word(Word processing)
- Excel (Spreadsheets)
- PowerPoint
- OneNote(Class notebooks)



Step 6 – Returning to the previous page, clicking on Download Office now will take you to the page below where you are able to download Microsoft office for **FREE** on your windows devices.

Note This will only work for devices running a Windows operating System, this will not work on Apple or Linux based devices

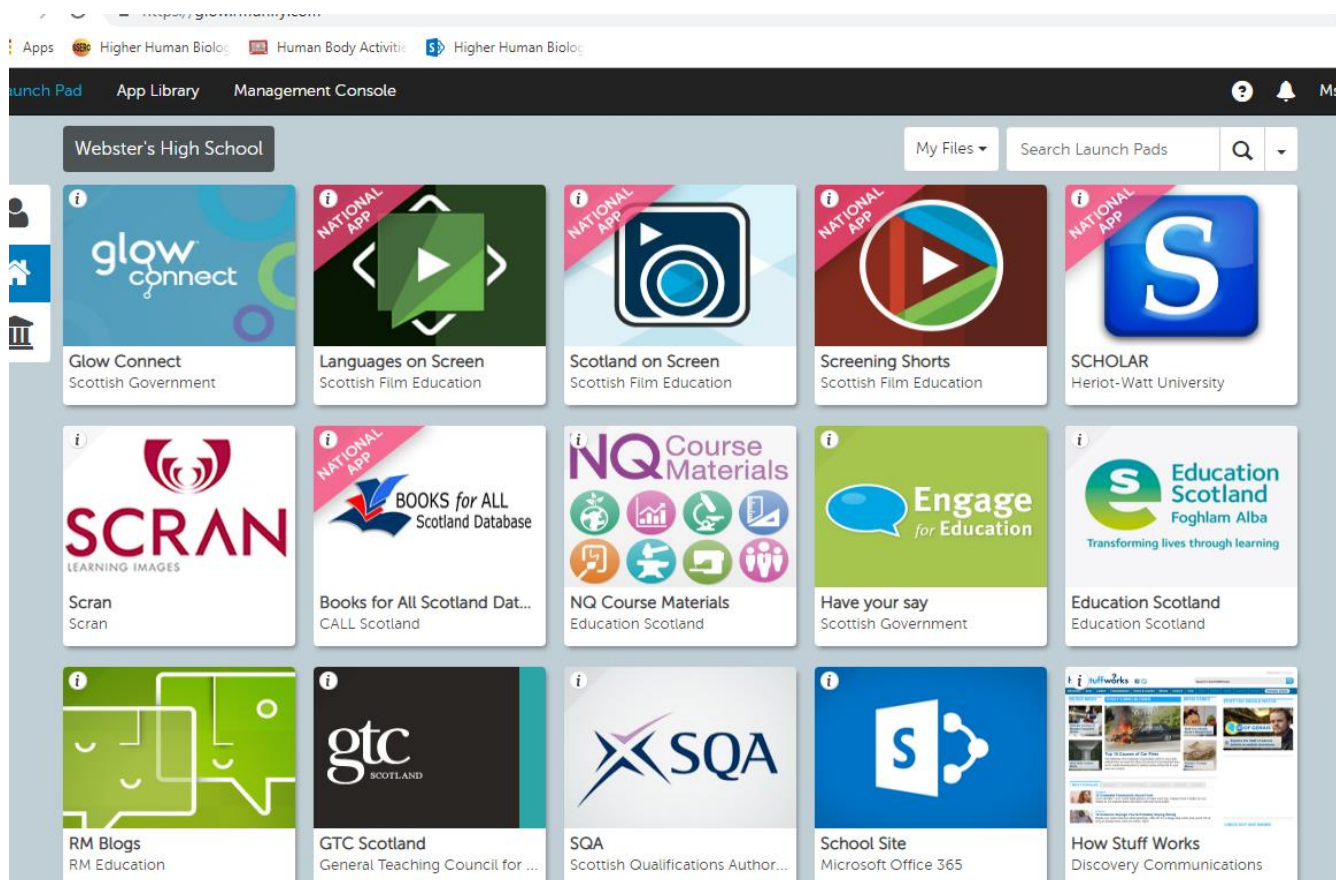


Step 7 – To complete your installation of the above windows products, simply click the install button and follow the provided instructions

What is the One Drive and how can my young person use it?

One Drive is a space where teachers can save materials for pupils to access at school or home. The class teacher invites pupils in their class to join the group and, if the pupil accepts, they can then access the subject materials there. (NOTE: Not all teachers use one Drive. It is more popular with the sciences).

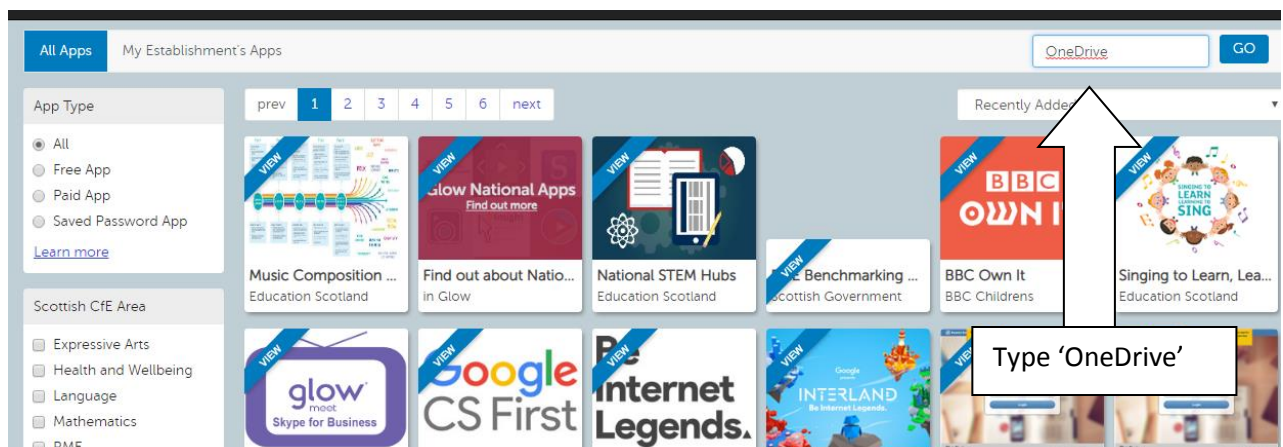
1) Log on to your young person's Glow account



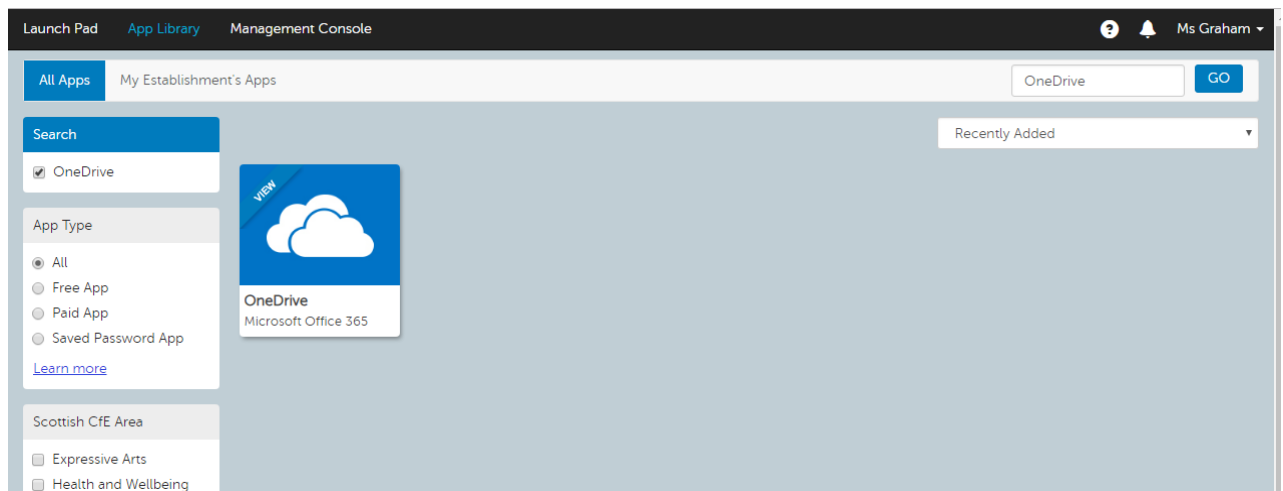
2) Click on the 'App Library' in the top left hand corner as shown below



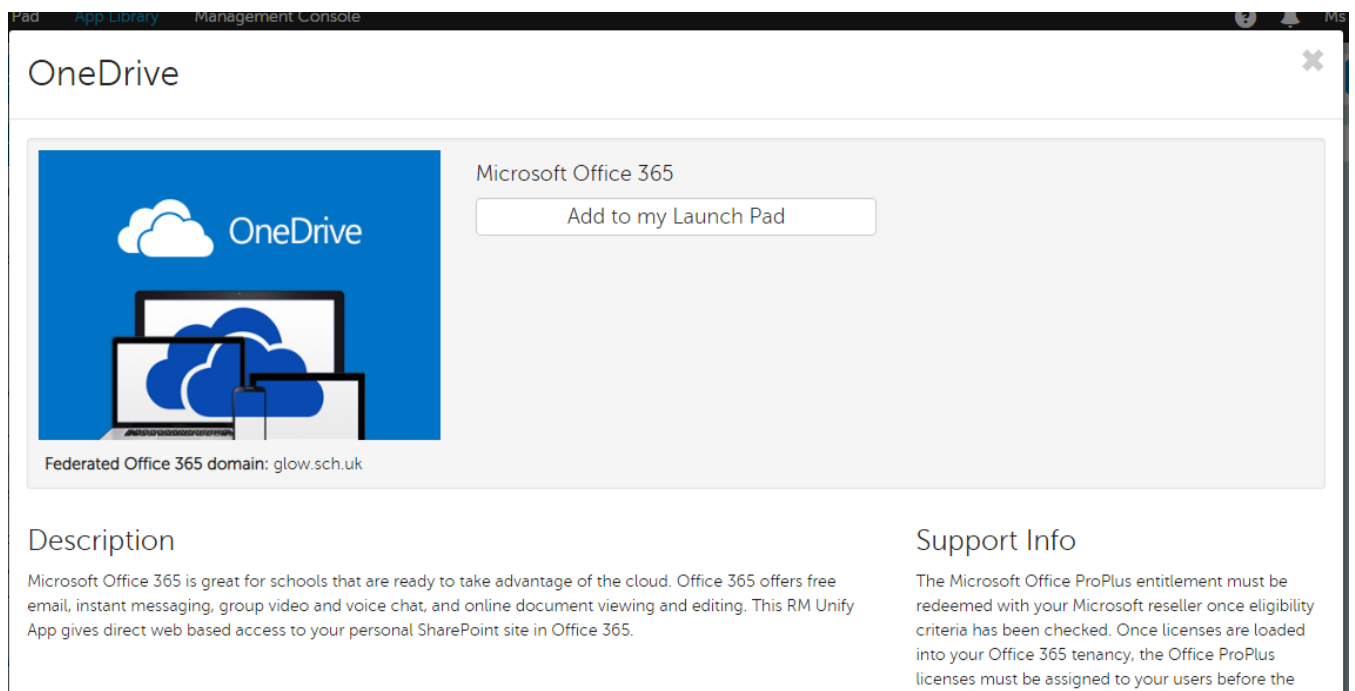
3) Type 'OneDrive' in the search box in the top right corner and click go.



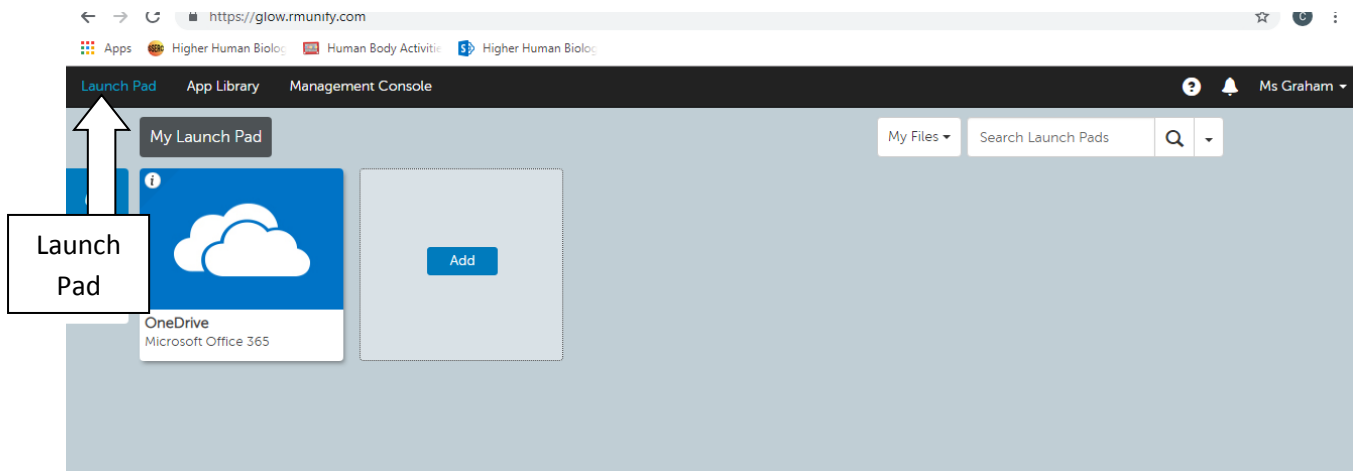
4) Click on 'OneDrive' icon



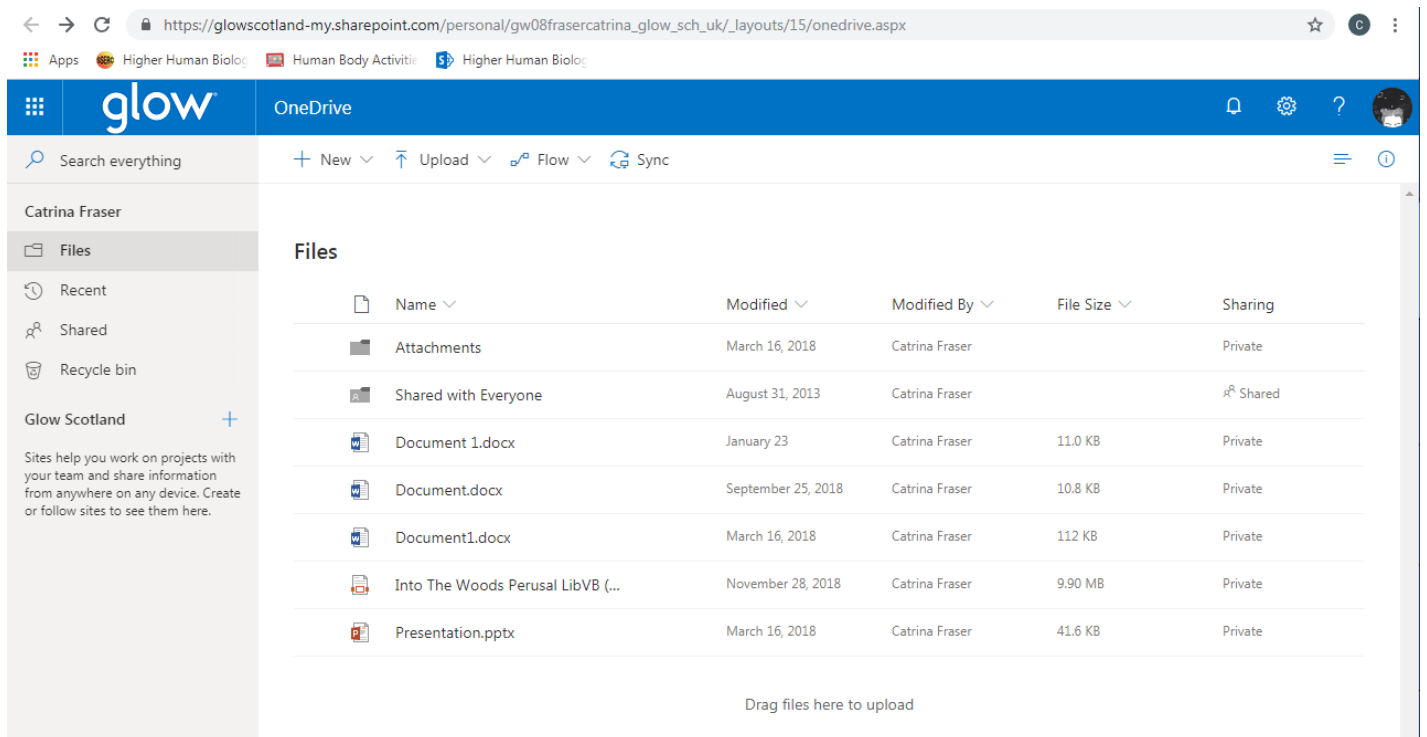
5) Click 'Add to my Launch Pad' and then close this box by clicking the x in the top right hand corner.



6) Click on the OneDrive icon on your launch pad.



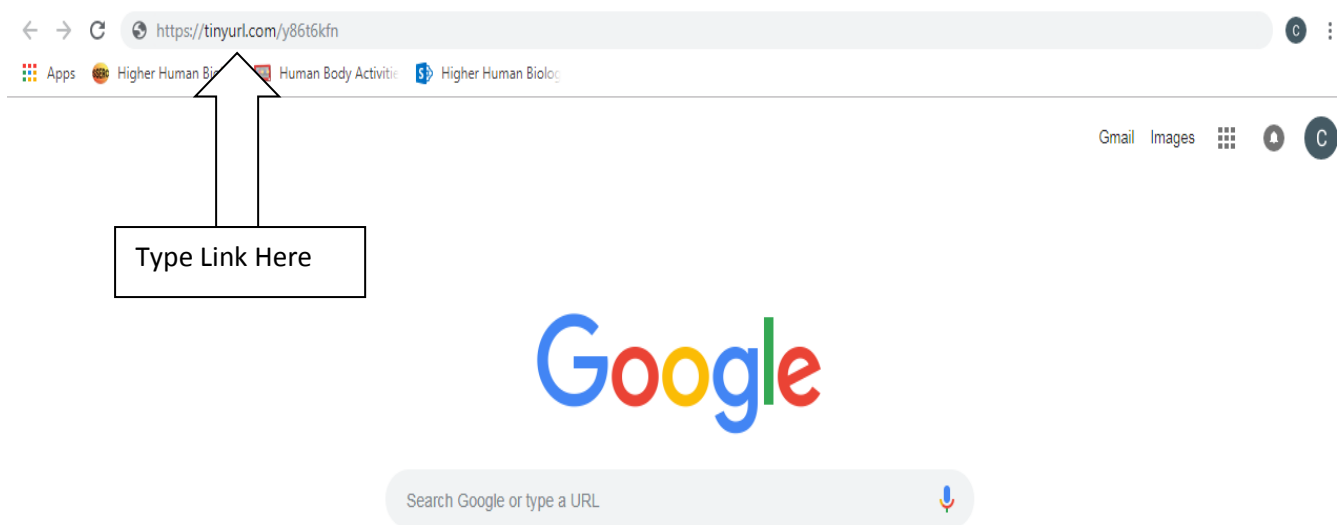
7) Any shared resources your child has accessed can be found in the file section. For example...



Another way to access OneDrive material is through a link set by the class teacher. For example

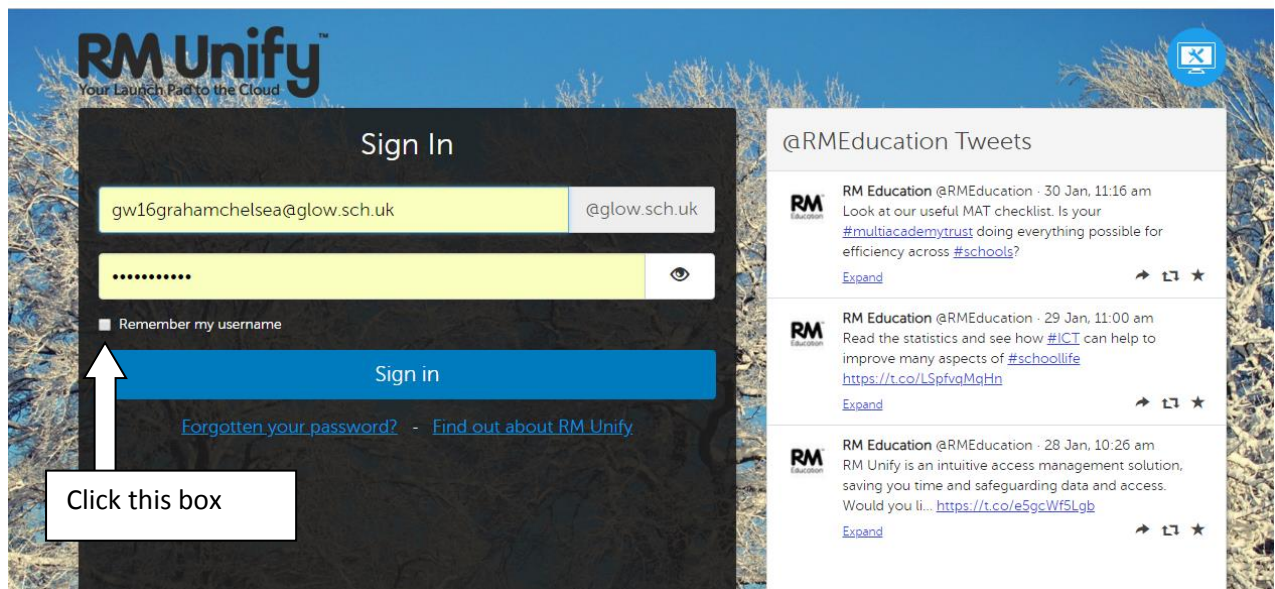
- Higher Human Biology
<https://tinyurl.com/yb4w5cet>
- National 5 Biology
<https://tinyurl.com/y86t6kfn>

1) To access these resources type the link in to the internet search box



2) You will be prompted to log in to glow (for this you will need your child's log in details).

3) Click the box that says remember my username



4) You will then be taken to the OneDrive files that have been shared to browse at your leisure.


Ms Graham

 Download

National 5 Biology 2018-19


 Name	Modified	Sharing	Modified By
 Assignment	7 hours ago	 Shared	Mr Coull
 Unit 1	September 12, 2018	 Shared	Ms Graham
 Unit 2	September 27, 2018	 Shared	Ms Graham
 N5 Problem solving practice.doc	September 27, 2018	 Shared	Ms Graham
 Nat 5 extra problem solving.doc	September 27, 2018	 Shared	Ms Graham