

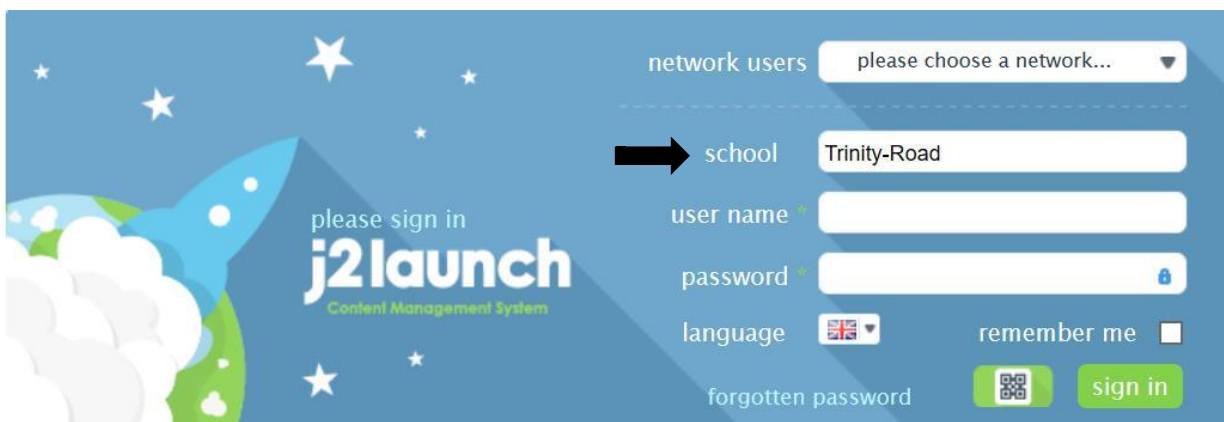
Dear Parents,

Due to the government announcing school closures regarding the Coronavirus, we will be providing pupils with an option to access learning via online platform, Just2Easy. Pupils will be provided with some tasks that will be assigned to them. They will get a notification to complete it by their teacher. Children and staff can comment on the work they have done. J2E can be accessed via most devices with internet connection (desktops, tablets and phones etc).

Step 1 - Log in:

Pupils can log in using either their individual login details or QR code provided.

To log in manually, type in the website address <https://www.j2e.com/launch>



The screenshot shows the login interface for j2launch. On the left, there is a graphic of a rocket launching from a globe. The text 'please sign in j2launch Content Management System' is displayed. On the right, there are several input fields: 'network users' (a dropdown menu with 'please choose a network...' selected), 'school' (a text box containing 'Trinity-Road'), 'user name' (an empty text box), 'password' (an empty text box with a lock icon), and 'language' (a dropdown menu with the UK flag selected). There is also a 'remember me' checkbox and a 'sign in' button. A black arrow points to the 'school' input field.

Type in the school as instructed above and your child's user name and password.

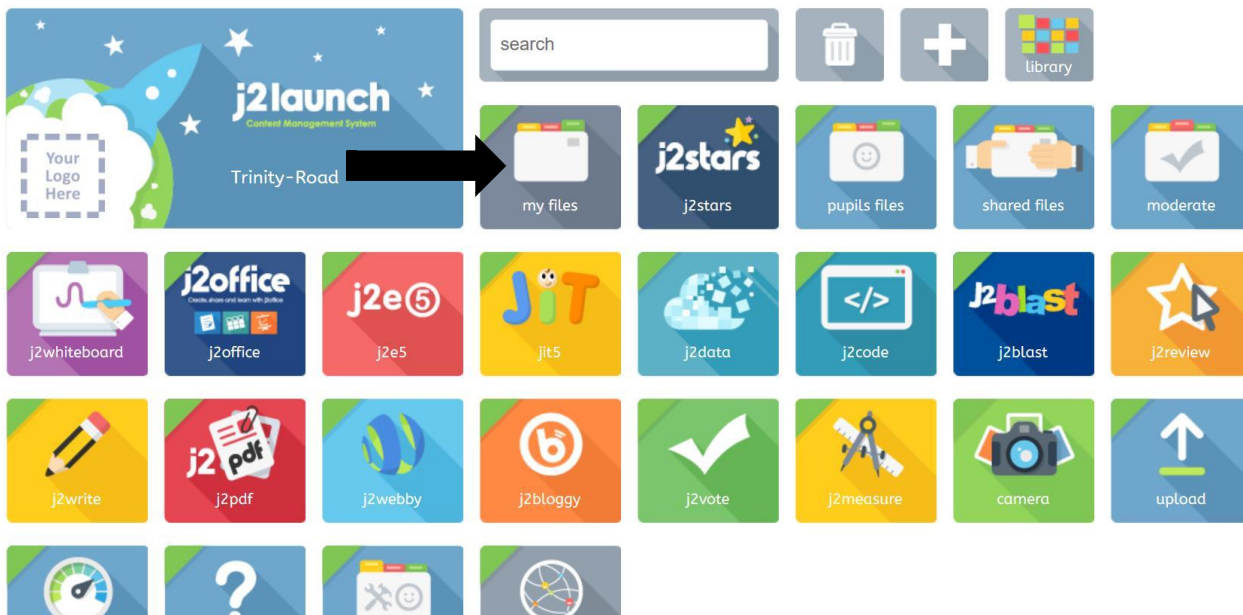
To log in using a QR code, simply press the QR code icon and scan your child's individual QR code.



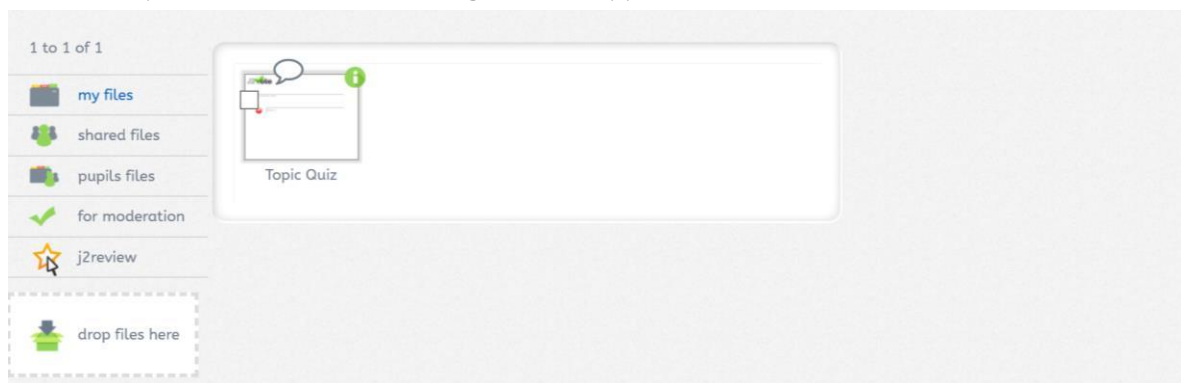
This screenshot is identical to the one above, but with a black arrow pointing to the QR code icon located below the 'remember me' checkbox. The 'school' field now contains 'Trinity-Road'.

Step 2- Accessing assigned work:

When on the home screen, go to 'my files' section.



The work your child has been assigned will appear in the 'shared files' section.



Pupils have access to many learning tools on their personal platform and are welcome to upload any additional work they have been doing or access any of the other activities available.