

# Student access to online resources (Online Student Share)

## To access the portal use one of the following methods

Web Address:

<https://thebolsoversch.sharepoint.com/sites/Learningresources>

Link from school website

If asked login with your school email address and your school computer password.

## To download work from the site

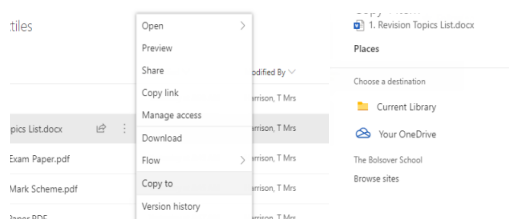
Make sure you're on the Documents Tab



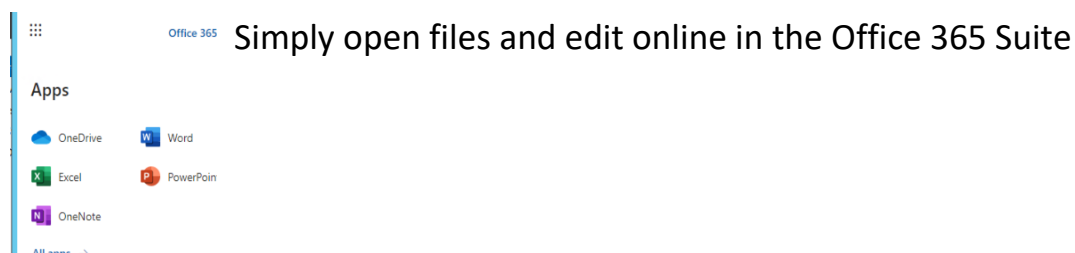
Browse to the folder and file.

You can view any files in the list but if you need to edit you must either download and then edit it on your device at home (if you have the required software). Alternatively, you can edit files in your personal Office365 area(recommended).

If you plan to edit the file online in Office 365, you must first copy it to your OneDrive. To do this simply click on the three dots at the side any files or folders and select the "copy to" option then the "Your OneDrive" option in the pop up.



Access your OneDrive by clicking the apps icon at the top left



Simply open files and edit online in the Office 365 Suite