

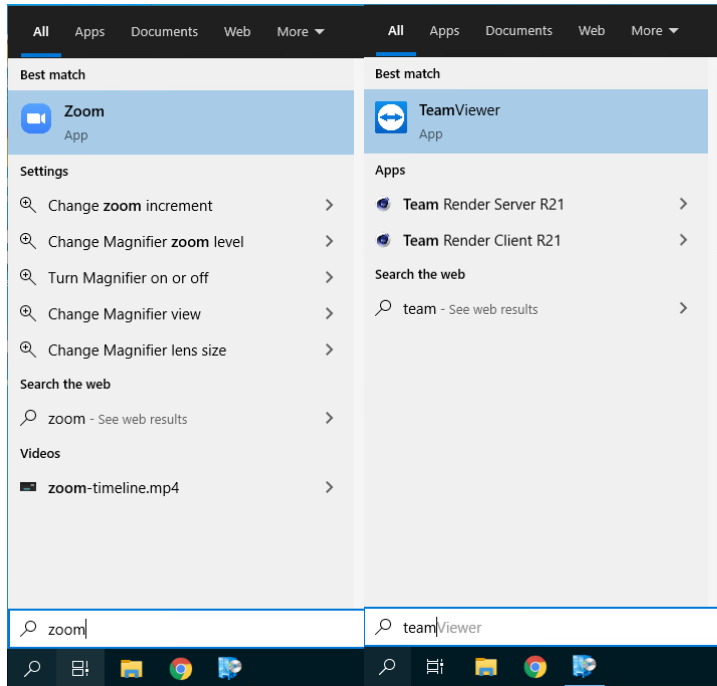


**Important Note:** This guide will only work when you are onsite – if you are away from the school please check the options at the end of this document

### Step 1:

First check if you already have the software installed

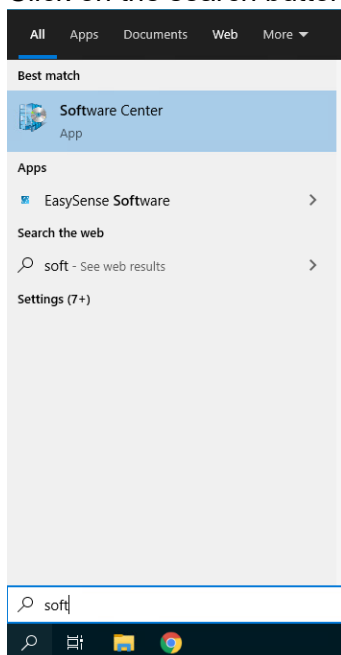
You can do this by clicking on the search button and typing in the name of the application (i.e. “Zoom” or “Teamviewer” as below):



If you **DO NOT** have the applications installed, please do the following:

### Step 2:

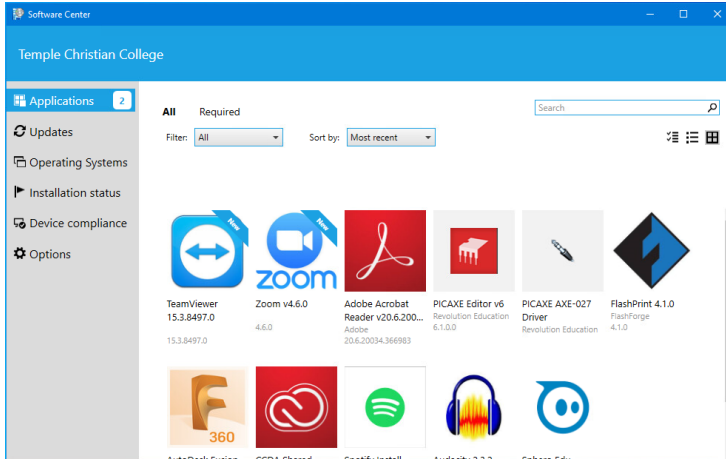
Click on the search button and start typing “software center”, then click on it to open:



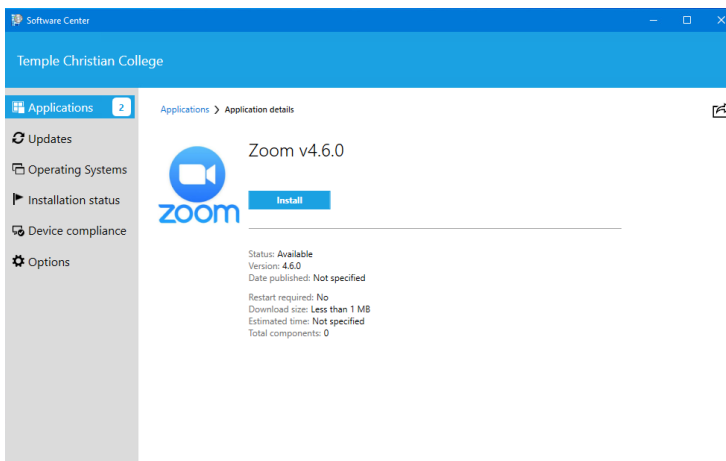


### Step 3:

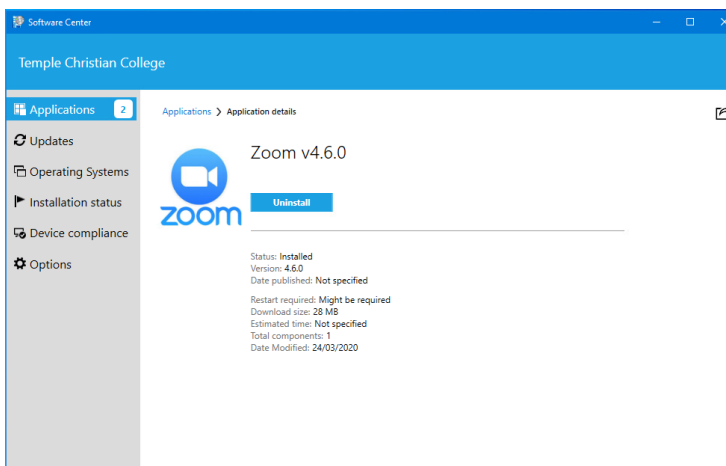
Within **Software Center**, select the application you want need to install.  
In this case we will install **Zoom**



Single click on Zoom and select **Install**



When it has finished installing you will see the below:



Please repeat the above for TeamViewer if it isn't installed already.



## IF YOU ARE NOT AT SCHOOL

These programs are only required if your teachers need you to use Zoom or you're needing remote IT support at home.

These programs can only be installed when you are connected to the school's wireless network.

If you are at home and need to install these programs, you will need to get your laptop in range of the school. This can be done by either:

- Pulling up at the school (Henley Beach Road slip-lane or Taylors Lane at Mile End, first turning circle at Paralowie, rear car park at Marion), logging into your laptop and following the previous steps
- Getting an individual who is not self-isolating to bring the laptop to the SSO or the front office. Any available ICT staff can get these programs installed for you in about 5 minutes. This can also be done by us remotely once the laptop is switched on and on the school network

If you need ICT support with this process, please contact your campus/school administration office during school hours (8am to 4pm) and they will put you in contact with one of our ICT staff.

- Mile End - (08) 8405 0900
- Paralowie - (08) 8256 9600
- Marion Middle school - (08) 8465 6004