

WELCOME TO

MERIDIAN  
School of English. Since 1979
Online

BASIC REQUIREMENTS

- ✓ Windows 10 PC/iOS 13 (or higher)
- ✓ Minimum upload speed: 5 Mbps
- ✓ Headset with microphone
- ✓ Webcam



Test your internet upload speed:

- <https://www.speedtest.net/>
- <https://fast.com/>
- <https://speedsmart.net/>

NOTE: if you use WIFI, make sure you can see your router



HOW TO JOIN MERIDIAN STUDENT PORTAL

Please follow the **Welcome to Meridian** guide to log in to our **Student Portal**

1. Go to **Student Portal** by clicking the link in your welcome email or the one [here](#)
2. Login with the Username and Password details included in your Welcome email



MERIDIAN^{UK}
School of English. Since 1979

Username

Password

LOGIN

[Forgot your password?](#)

3. Once you access the Student Portal click on the icon next to your name and select Change Password from the drop down menu



MERIDIAN 
School of English. Since 1979

Yixun SU

Student

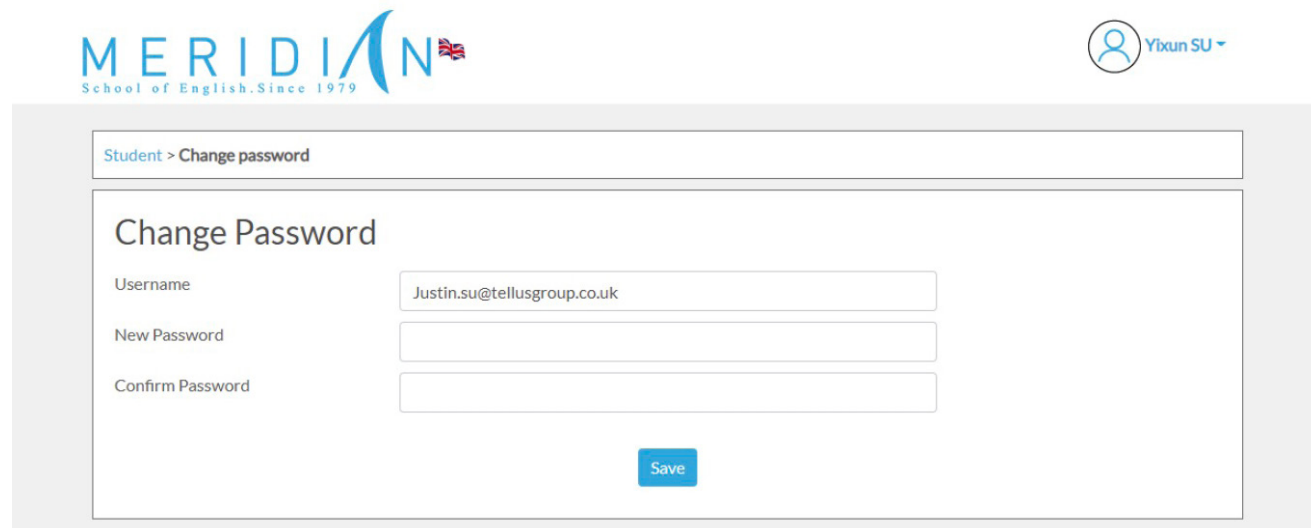
Student Details


First Name: Yixun	Last Name: SU	Preferred Name: Justin
Country: China	Date of Birth: 08/12/2011	Age Group: 9 - Young learners

- Account Details
- Academic
- Payment
- Book a course
- Change password
- Log Out

MORE DETAILS

4. You can now proceed to create your Unique Password that works both for our Student Portal and Teams Platform



MERIDIAN 
School of English. Since 1979

Yixun SU

Student > Change password

Change Password

Username: Justin.su@tellusgroup.co.uk

New Password:

Confirm Password:

Save

HOW TO INSTALL TEAMS

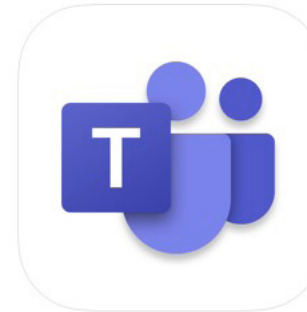
iPad iOS 13 (or higher)



1. Open the Apple App Store



2. Search for Microsoft Teams app



Microsoft Teams 4+

Hub for teamwork
Microsoft Corporation

#1 in Business

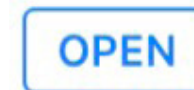
★★★★ 4.6 • 397K Ratings

Free

3. Tap the **'GET'** button to download it



4. Once the app is installed tap the **'OPEN'** button and log in with your Tellus email and password*



*Please make sure you use the Tellus Username and ONLY the Password you have created in the portal

HOW TO INSTALL TEAMS

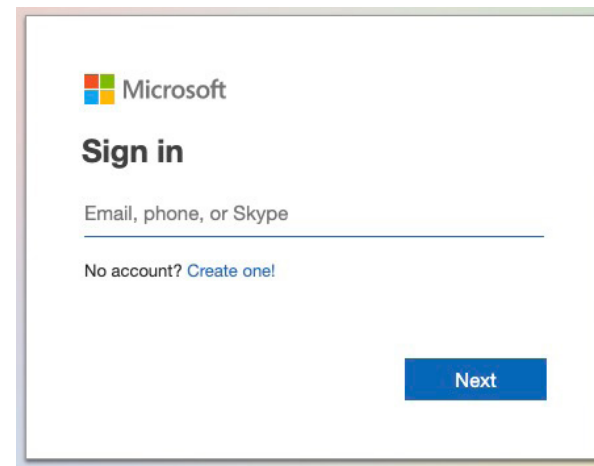
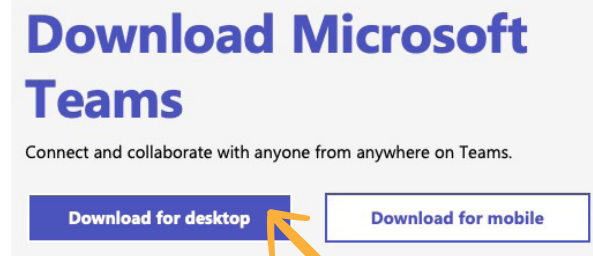


Windows 10 PC

1. Go to
<https://teams.microsoft.com/downloads>

2. Select 'Download for desktop'
to download and install

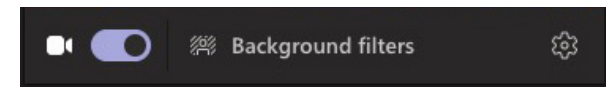
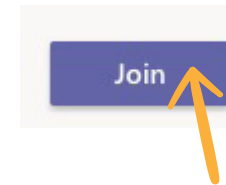
3. Log in with your Tellus email
and password*



*Please make sure you use the Tellus Username and ONLY the Password you have created in the portal

HOW TO FIND AND JOIN YOUR FIRST LESSON

1. Check if your login details work **as soon as** you receive them
2. Open the Microsoft Teams APP **5 minutes** before the scheduled class time.
3. Click “Teams”, the screen will display **English Class**.
4. In English Class, click the “JOIN” button when it appears at the time your class is scheduled.
5. After clicking the “JOIN” button, the microphone and camera settings page will appear, select to set your microphone and camera, and click “join now” to enter the classroom.



If you already have a Microsoft Teams Account you need to add a new one with the **login details** that we send you.

To add an **account**:

1. Open the Teams app.
2. Tap your **profile picture** or the **More** ☰ icon.
3. Tap **Add account**. From here you can add our school account.
4. Just enter your sign in information (student email and Password send to you) and follow the instructions.

You can easily switch between Microsoft **accounts** by tapping your username you'll be able to see all of your **accounts and select**.