

#RemoteLearning

HOW TO USE  
buncee 

with  Microsoft Teams

&  Immersive Reader



[Microsoft Teams](#) is a digital hub that allows you to **communicate and collaborate with your schoolmates in a secure location**. With our mutual dedication to communication and collaboration, Buncee and Microsoft Teams make a great pair for remote learning ([learn more here](#)), along with [Microsoft Immersive Reader](#)!

If you're a Microsoft Teams user, this document will review how you can use Buncee and Microsoft Teams together to achieve the following:

1. *How to create and share Buncee-made lessons and assignments*
  - Creating interactive lessons and activities on Buncee
  - Pin Buncees as Tabs in Microsoft Teams
  - How a live video call session of your Buncee lesson in Microsoft Teams
  - Sharing Buncees as Assignments in Microsoft Teams
2. *How to engage your students in discussion*
3. *How to share resources, templates, lessons and more with your colleagues*
4. *How to keep your families updated with news or announcements*

buncee 

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## **Share lessons, resources, and assignments with students & teachers**

### **Creating interactive lessons and activities on Buncee**

With Buncee, creating a virtual lesson is quick and easy!

- Start from scratch, or use any of Buncee's classroom-ready resources from [Templates Library](#) or [Ideas Lab](#).
- Include text, video, audio, or hyperlinks to additional resources. You can also record your lesson using the video feature

Watch this quick 15 min video by Buncee Ambassador, Dan Spada, to [learn how to create on Buncee](#) or take the [FREE Buncee 101 course on Udemy](#), where you'll learn all of the ins and outs of the platform.

### **Sharing your Buncee in Microsoft Teams**

#### **Pin Buncees as Tabs in Microsoft Teams**

Once you've created your Buncees, you can easily pin them as **Tabs** to your classes in your Microsoft Teams account for easy access. This means any important lesson, resource, newsletter, or school announcement you created on Buncee will be right where you need them!

- Pin your daily class agenda Buncee to your classroom tab, so students know what to expect for the day
- Create a Buncee Board filled with resources, so your students know where to access the materials they need
- Share key announcements with your faculty, so everyone is on the same page

[Click here to learn how to download Buncee to your Microsoft Teams account](#) and [click here to learn how to pin Buncees](#).

**BONUS!** As you pin Buncee lessons or resources in Microsoft Teams, students can open **Immersive Reader** to personalize the text and read the material at their own pace. Click here to [learn how Immersive Reader and Buncee can be used](#) to ensure all types of learners can achieve their learning goals in the classroom, at home, or wherever they may be.

#### **Host a live video call session of your Buncee lesson in Microsoft Teams**

If you'd like to set up a video call where your students can chime in live as you conduct your lesson, you can set up a Microsoft Teams call!

- Create a Microsoft Teams meeting and invite your students to join at a date and time of your choosing ([learn how here](#))
- When you have the meeting, choose to share your screen ([learn how here](#)), and share your Buncee presentation live
- Have your students ask questions verbally or in the chatbox
- You can record the session; [learn how here](#)

### **Sharing your Buncees as Assignments in Microsoft Teams**

With Buncee's [Share to Teams](#) integration, teachers can easily share their fun and interactive Buncee-made lessons as assignments on Microsoft Teams! You can [learn to do so here](#).

## ***Create safe environments for student discussion***

Sharing Buncees to Microsoft Teams is also a great way to engage your students in discussions around their work in a safe, monitored environment. Here are ways to do so:

- Share Buncee lessons or resources to your class in Microsoft Teams, and prompt class discussion! [Learn how to share Buncees and comment here.](#)
- Have your students use [Buncee Messages](#) as they engage in discussion. Featuring fun and colorful "thank you's" and "good job's", Buncee Messages make communicating with your students fun and positive. [Learn how to use this feature here](#) and [how to download it here.](#)

## ***Keep staff or families up-to-date with news and announcements***

Microsoft Teams provides a secure communication space for your entire school community.

- Create a Team, invite your **faculty or staff** to it, and share necessary updates
- Create a Team, invite your **parents and families**, and share news and announcements in one secure and organized environment. [Click here to learn how to create a Team.](#)
- Create your **school or class newsletter in Buncee** and **pin them in a Tab in Teams**, so everyone is kept up to date. Learn [how to pin Buncee communications here.](#)

If you need help downloading the Buncee app for Microsoft Teams, [learn how to download here.](#)