



April 4, 2020

MCS Families,

We hope you have enjoyed your spring break! Please see the attached documents for how to download the Teams mobile app and how to upload assignments using the app; to watch a video tutorial, click [HERE](#). You can download any of the Microsoft Office apps (Word, Excel, PowerPoint, OneDrive, and Teams) for free and sign-in with your student's account.

We will begin MCS Online Monday, April 6. You will be able to view assignments by using Teams (via a web browser or the mobile app). If you are having trouble with your account, please email our helpdesk at 365helpdesk@mcseagles.net or call our support Hotline (937)-557-0333 ext. 101 Monday through Friday from 7:30-3:00. Thank you for your continued partnership with MCS! We are looking forward to staying connected with you via Teams.

We are collecting the take home packets for March 23-27. Teachers have created assignments in Teams for students to take a picture of their work and upload it. If you would prefer, you may drop the packet off in our mailbox any time next week (Monday-Friday).

We plan to observe Good Friday, April 10 followed by Monday, April 13 with no online classes. We pray you will spend time with your family reflecting on the goodness of Christ our Savior.

Video Tutorials: [Office365 Tutorials](#)