

# Gulf Harbour School

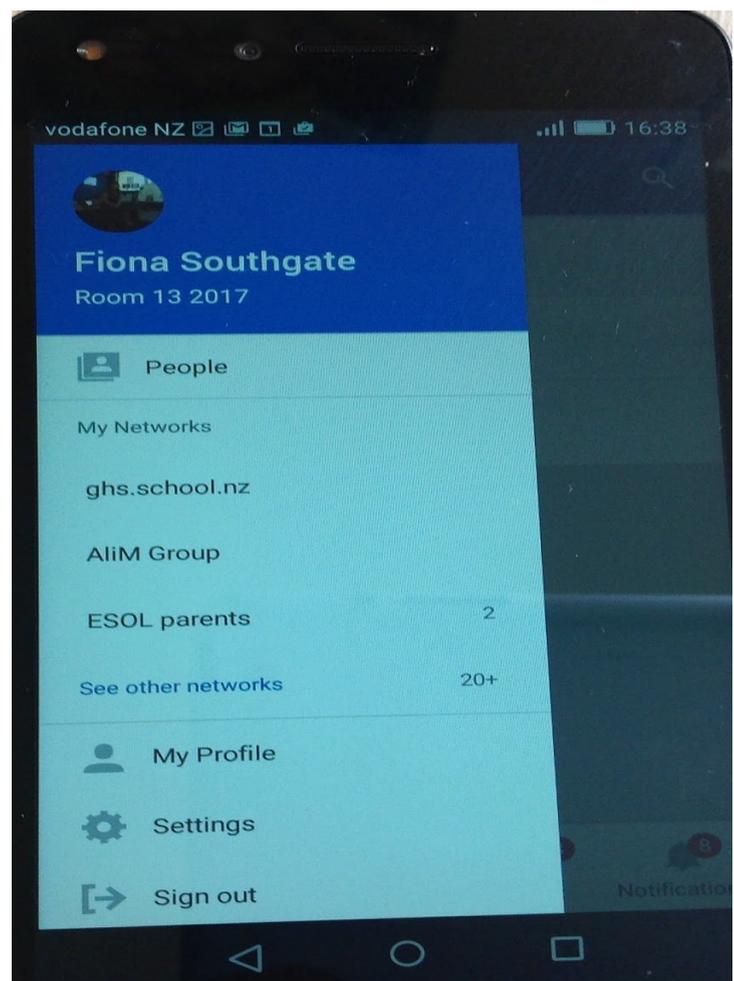
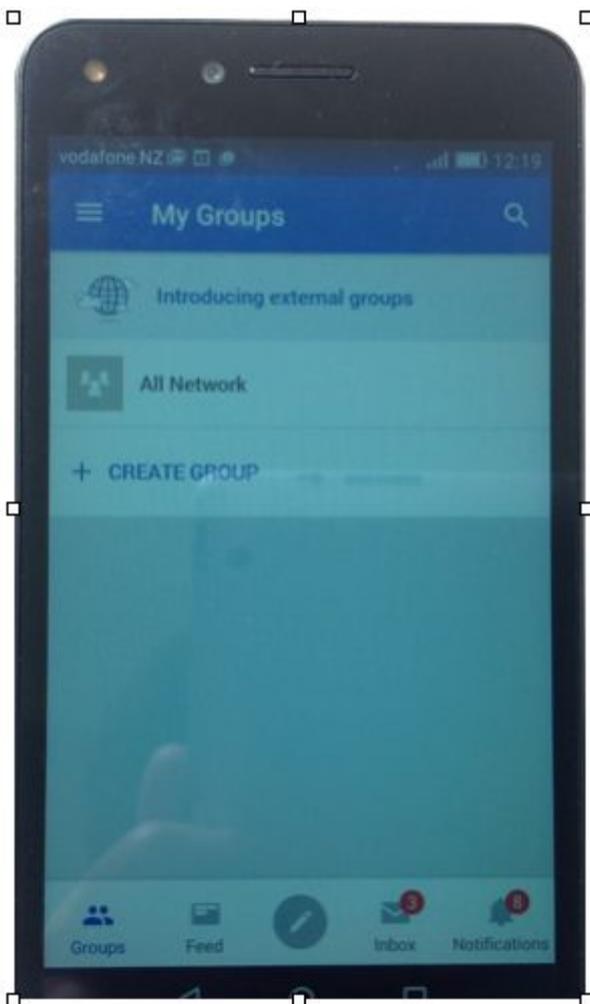
## Communication update



### Yammer - the GHS way to communicate in 2019

Thank you for accepting the invitation and joining our Home and School Hub on Yammer.

There are some key differences between using the phone app and the browser version on your tablet or computer. On your mobile phone you need to download the Yammer app.



#### The phone app.

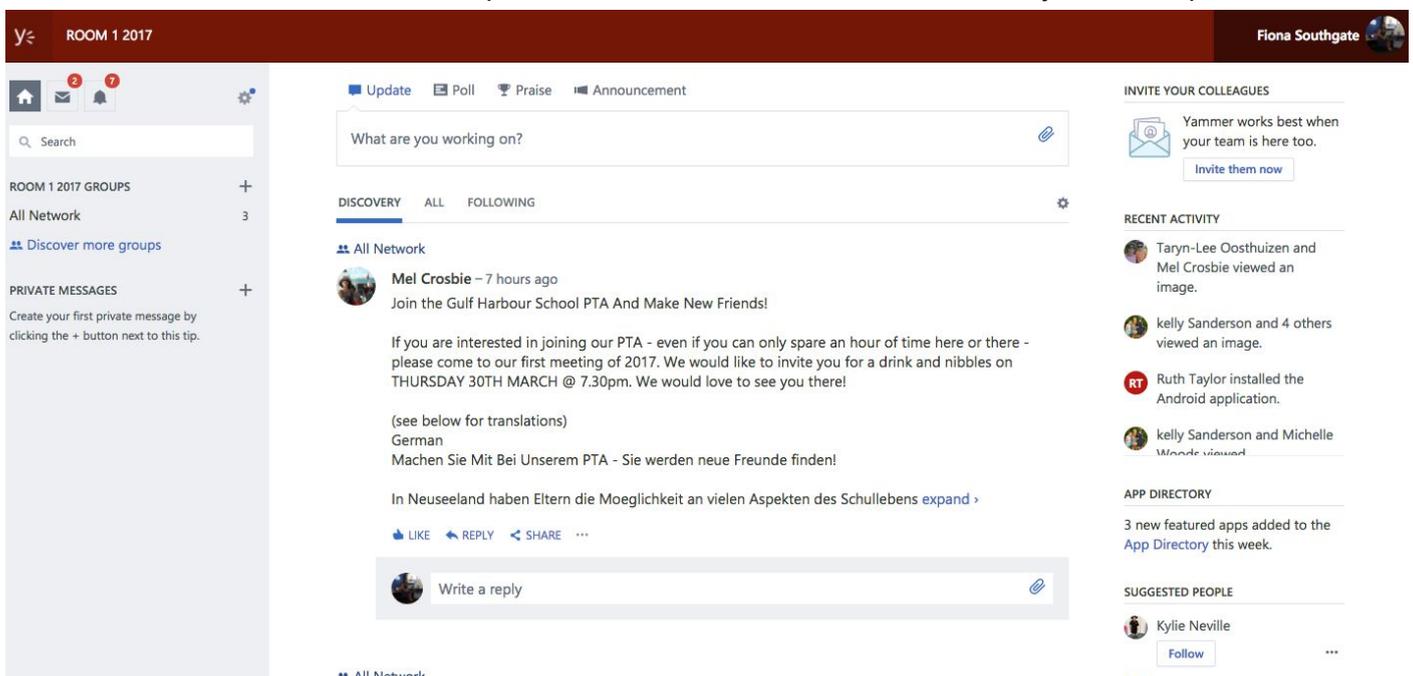
1. The phone app only allows you to see the uploaded messages that are added to the class page.

2. It is important to click the feed button ( along the bottom) to check if anything has been added.
3. New messages will show on the inbox and the notifications if your settings are set for this ( see below)
4. The three lines in the top left corner allows you to view information like people/my networks/my profile and settings
5. After clicking on the people button, you can click the person you want to message and you can send them a personal/private message.
6. Clicking My Profile allows you to amend your profile details.
7. The Settings button allows you to choose how you would like to be notified of any new posts on the pages under the notifications settings. Many parents do not have the notifications ticked and are then missing new updates on the yammer icon on their phone screens so please check your settings. Alternatively you need to check in regularly by pressing the feed button.

### The Browser version

The browser version/full version of Yammer should be used on your tablets and computers. (Mobile phones can use the browser but bear in mind the viewing screen is smaller- (Go to Yammer.com on line and log in using your email and password. Unless you keep a tab open for Yammer constantly you will also have to browse for it every time you want the full version or save it as a bookmark)

The browser version is the more comprehensive version of Yammer and allows you more options.



1. The 'Discovery' tab shows you messages you haven't read yet while the 'All' tab allows you to see All the messages that have been made. The 'What are you working on' area allows you to add your comment for discussion. The write a reply allows you to respond to the feed. A simple click of like is enough. With the paperclip on the right you can add photos, or files etc

 Update  Poll  Praise  Announcement

What are you working on?



DISCOVERY ALL FOLLOWING



 All Network



**Mel Crosbie** – 7 hours ago

Join the Gulf Harbour School PTA And Make New Friends!



2. Clicking on the cog  allows you to choose people and then find anyone in the group you would like to private message. Clicking the house takes you back to the homepage for the class.