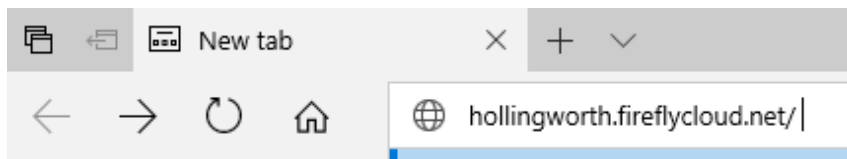


## Getting onto the VLE

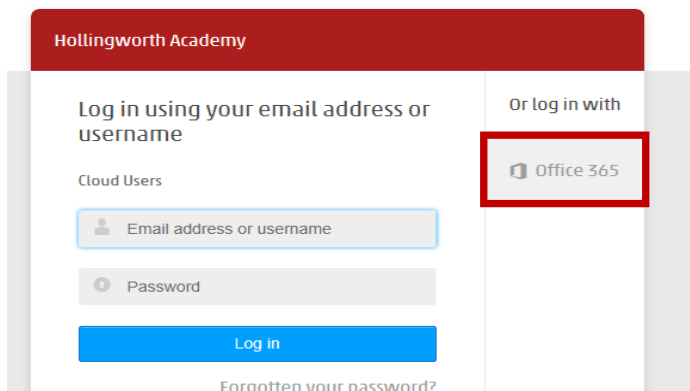
This guide will show you how to get onto the VLE (Virtual Learning Environment).

- 1) Accessing the VLE in school.

Go to, <https://hollingworth.fireflycloud.net/> which will take you to the VLE.



You will see this screen, then click on "Office 365" which is located on the right hand side.



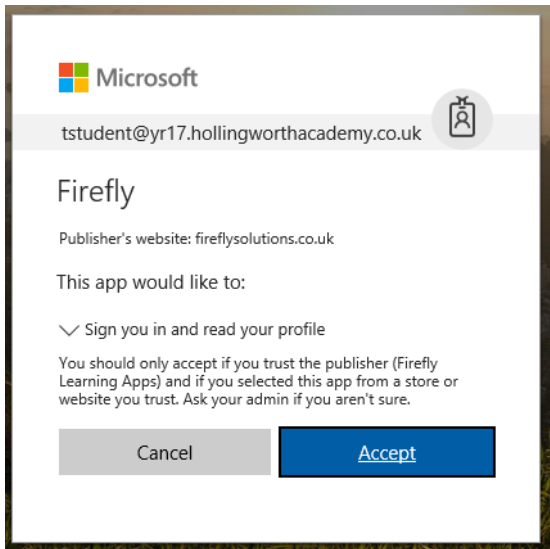
Put your Office 365 username which is:

[username@yrXX.hollingworthacademy.co.uk](mailto:username@yrXX.hollingworthacademy.co.uk)

where username is your network username and XX is the year you entered Year 7.

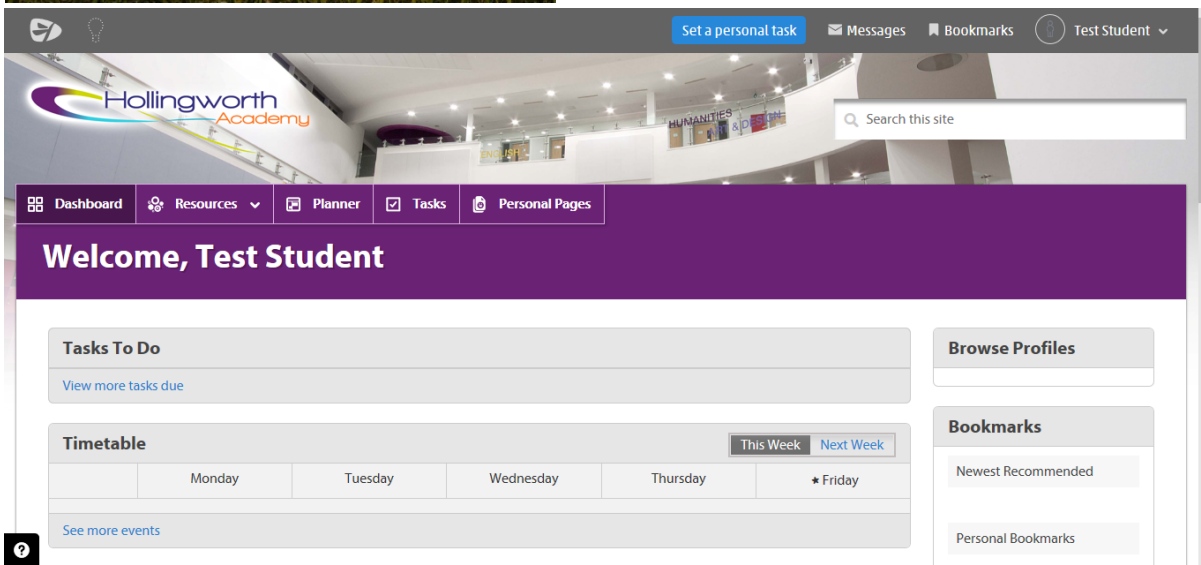
e.g. tstudent entered Year 7 in year 2017 so their Office 365 username will be [tstudent@yr17.hollingworthacademy.co.uk](mailto:tstudent@yr17.hollingworthacademy.co.uk)

Press "Next".



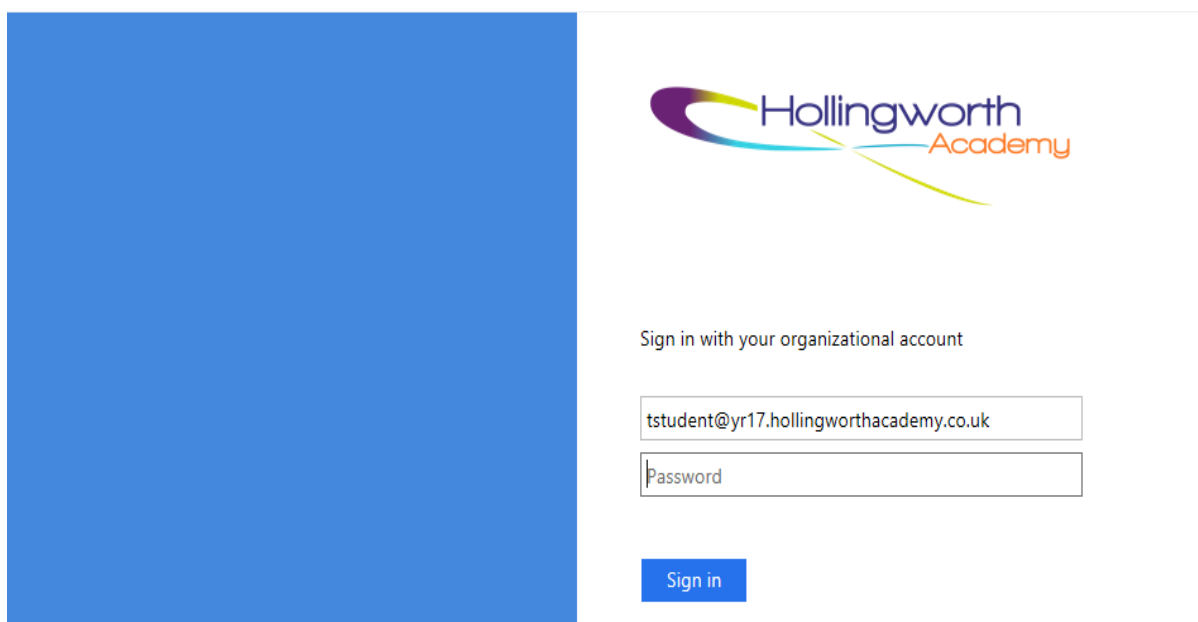
You may be asked to give Firefly permissions. If you see this, then click "Accept".

Now you have accessed the VLE in school.



## 2) Accessing the VLE from home

Go through the first steps, sign into Office 365 and once you click "Next" this will appear. Put your password in that you use to log into a computer with and click "Sign In". This will then take you to the VLE.

A screenshot of a web page for Hollingworth Academy. On the left is a large solid blue rectangle. On the right, the Hollingworth Academy logo is at the top. Below it is the text 'Sign in with your organizational account'. There are two input fields: the first contains the email address 'tstudent@yr17.hollingworthacademy.co.uk' and the second is labeled 'Password'. A blue 'Sign in' button is located below the password field.