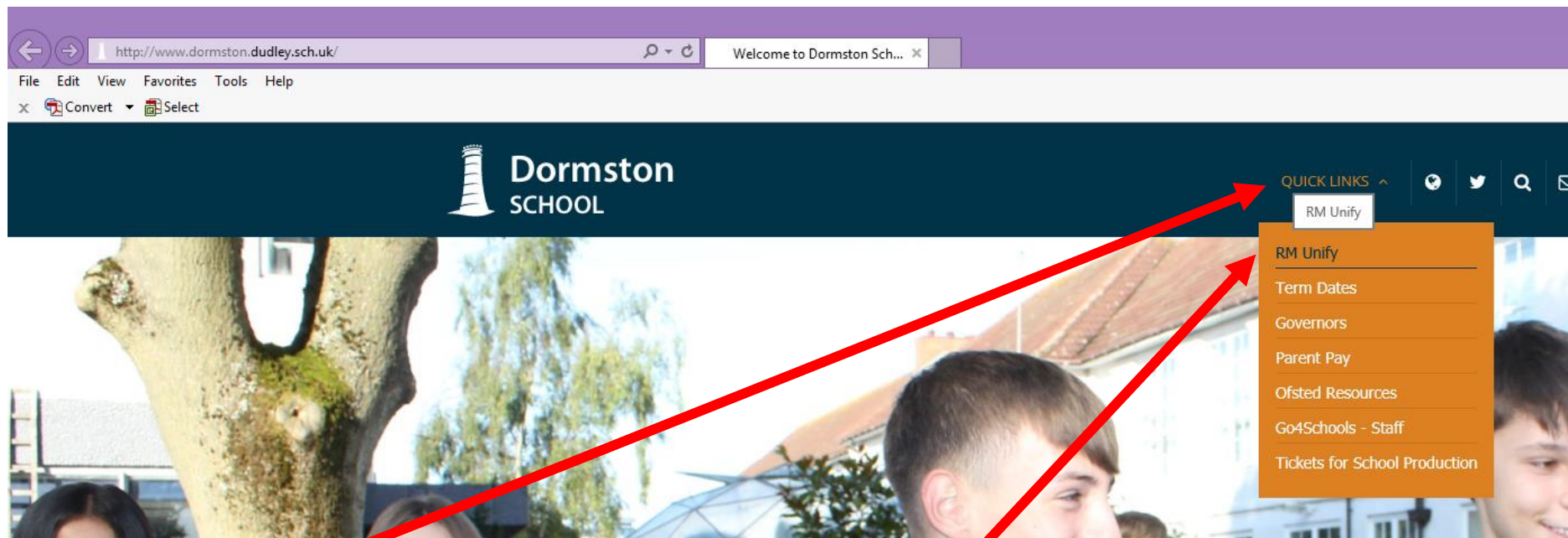
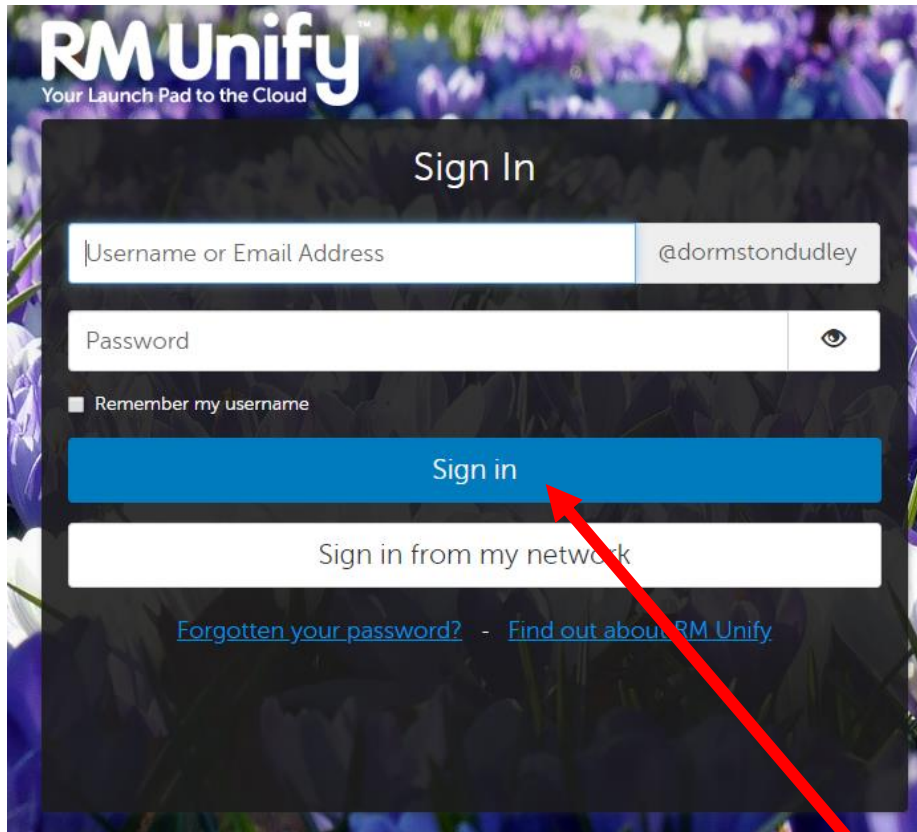


My teacher has emailed my class/form. Where can find this?

Please visit the school website: www.dormston.dudley.sch.uk

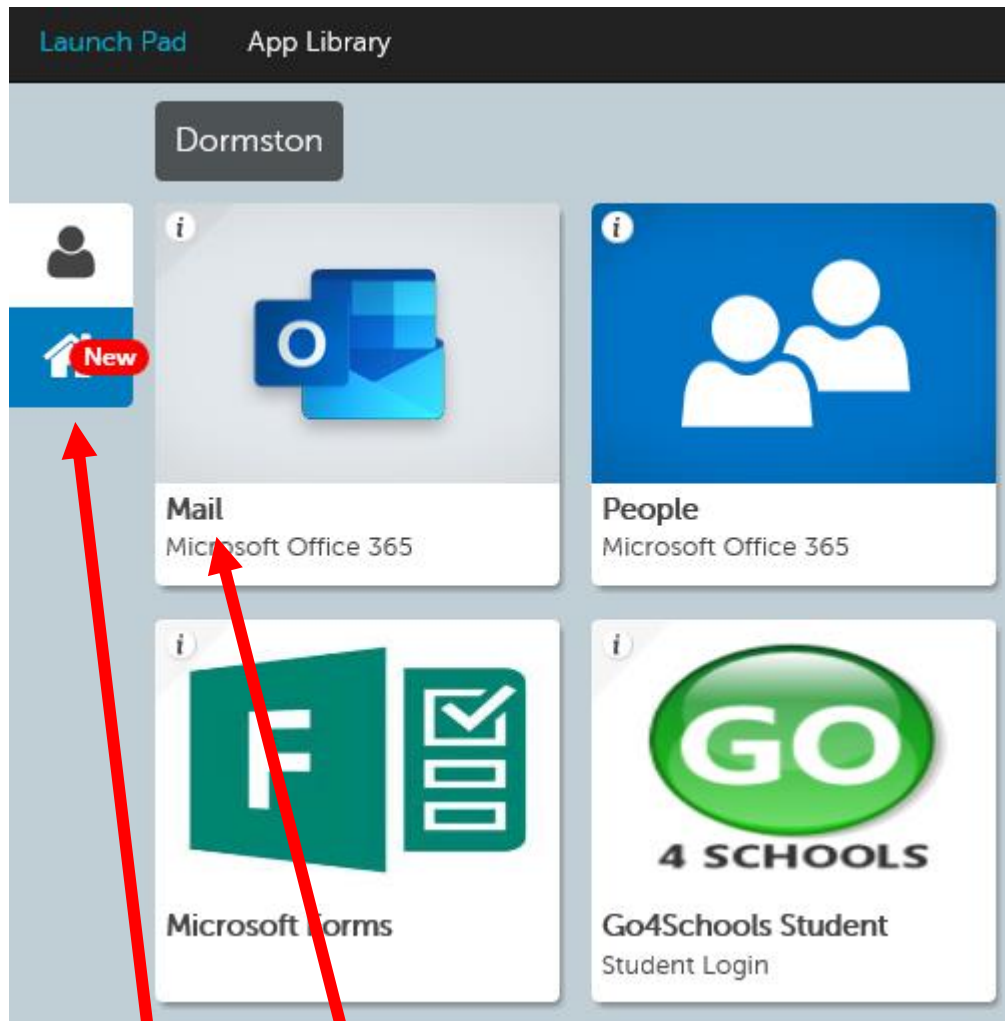


Please click on **Quick Links** (at the top of the website). Select **RM Unify**



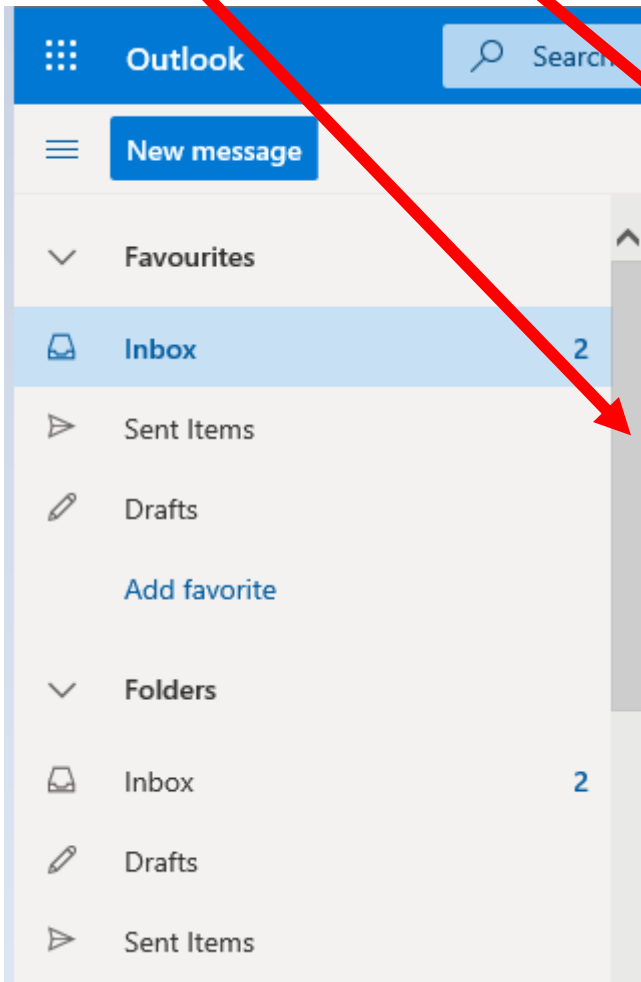
Enter your school **username** and **password**. Click the blue **Sign In** button.

Enter your username and password that you use in school to log on to the computers.

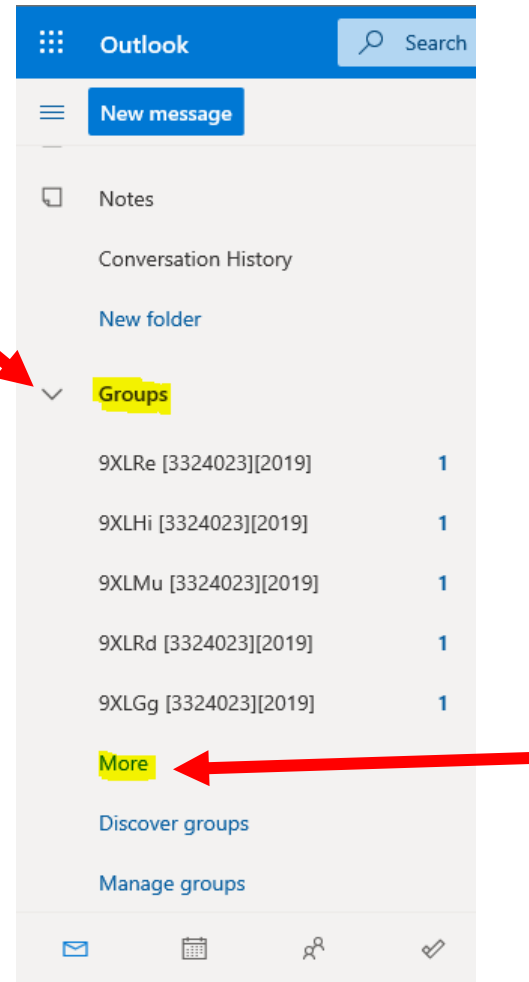


Click **Home** then **Mail**

Scroll down and look for **Groups** under your Inbox.

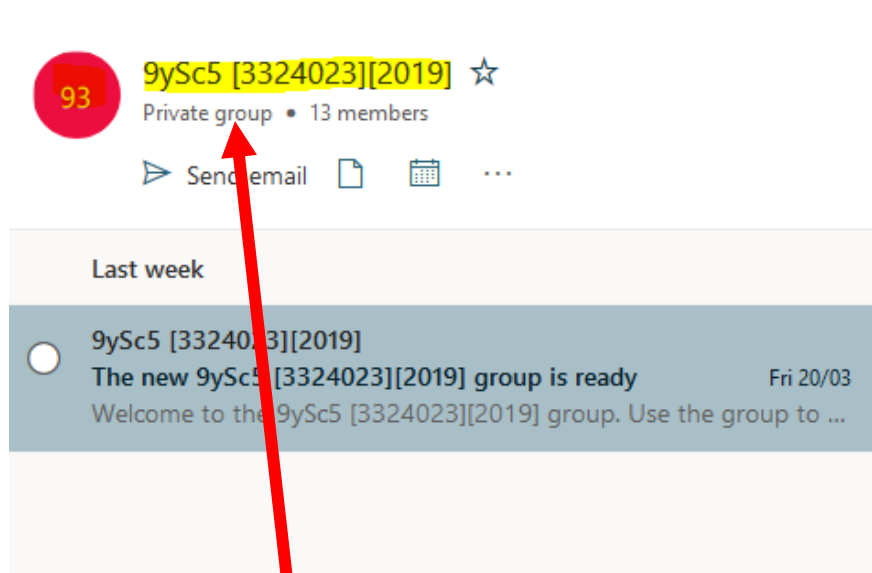


Click **More** to see other classes.

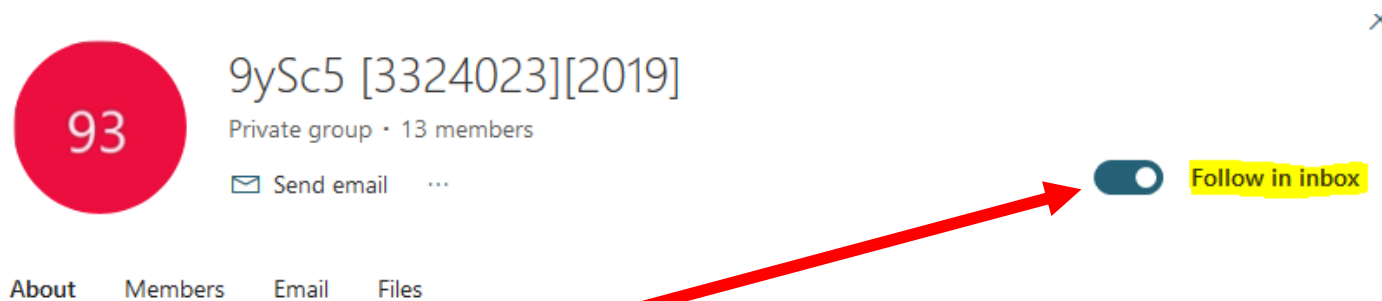


You can see class groups. Example: 9XLGg

Please see next page.



Click on a **Group name** or the circle.



Tick the box **“Follow in Inbox”**. This will allow you to receive a copy of the email in your inbox.

Please do this for each of your Groups.