



Use Class Notebook in Teams

Microsoft Teams for Education

Use your class team's built-in Class Notebook for more class work, activities, and collaboration.

Educators


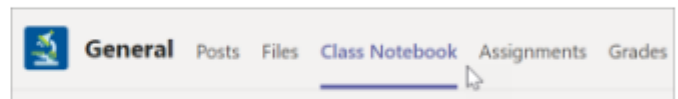
Students

Set up Class Notebook

Class Notebook provides every student a place to take notes and collaborate with the class.

1. To set one up in your new class team, navigate to the **General** channel.
2. Choose the **Class Notebook** tab and select **Set up a OneNote Class Notebook**.
3. Follow the set-up steps.

- **Learn more:** [Using Class Notebook in Teams](#)



Give your students a private space for notes and a canvas for collaboration.

[Set up a OneNote Class Notebook](#)


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Use Class Notebook in Teams

Need to take private notes or brainstorm with classmates? The **Class Notebook** tab lives in your class team's **General** channel. If your teacher has set up the notebook and directed the class to use it, click the tab and explore.

1. Select  to expand the notebook and see all your sections: a **Collaboration Space** for developing ideas and projects with classmates, a **Content Library** where your teacher can save important resources, and a private notebook section that's just for your work.
2. Note the section at that bottom with your name—that's your private notebook! Only you and your teacher can see it.

