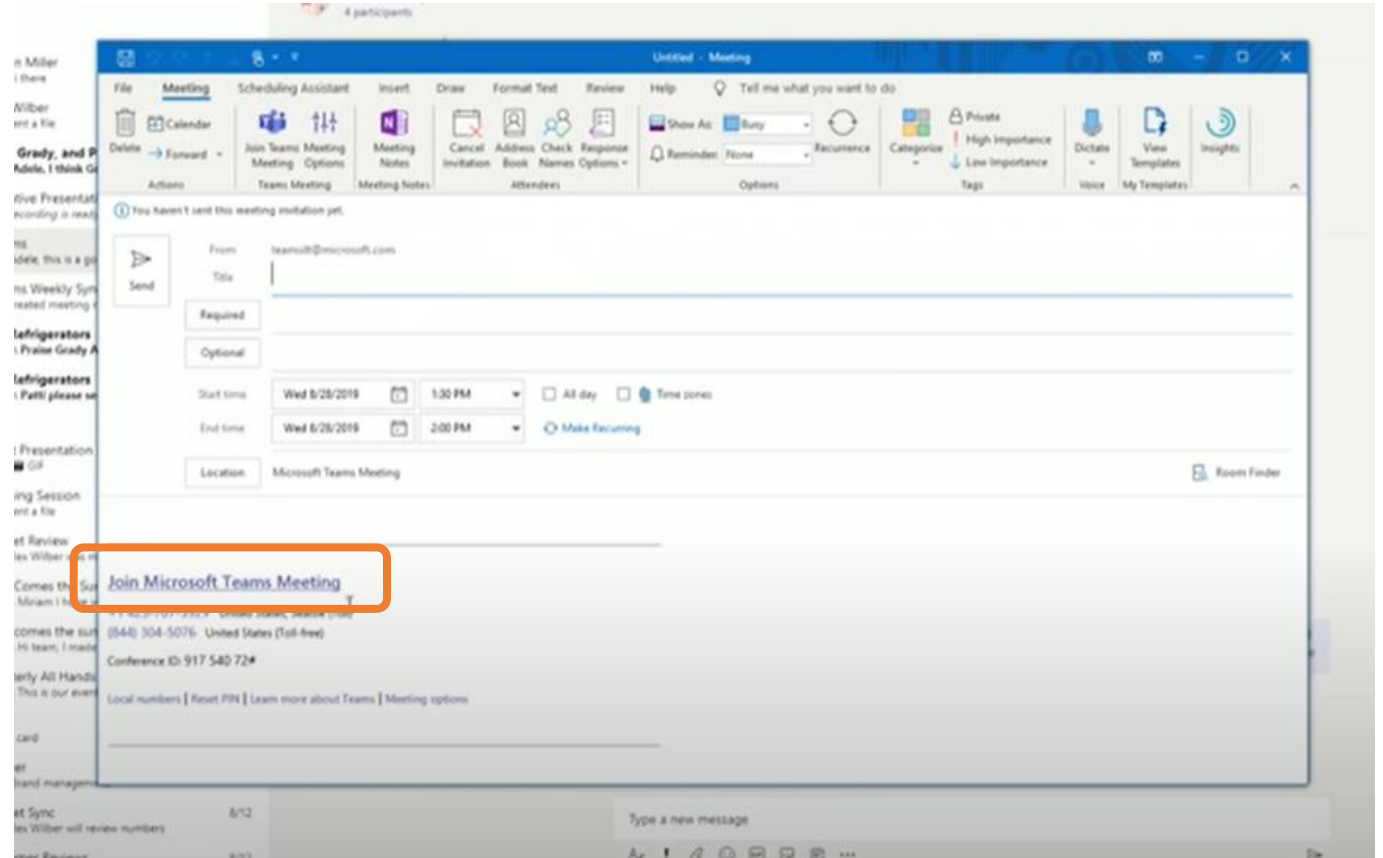


Meetings with Microsoft Teams

Joining the Microsoft Teams Meeting

- Your meeting appointment is received by email.
- Use the link labelled “**Join Microsoft Teams Meeting**” to enter the meeting.



There's more information about how to join a Teams Meeting here:
<https://support.office.com/en-us/article/join-a-teams-meeting-078e9868-f1aa-4414-8bb9-ee88e9236ee4>

Join via Teams App or in your browser

Use Teams across platforms

Desktop



 Windows 7+


Mobile



iPad

Browsers



 OS X 10.10+



iPhone



Android



Edge

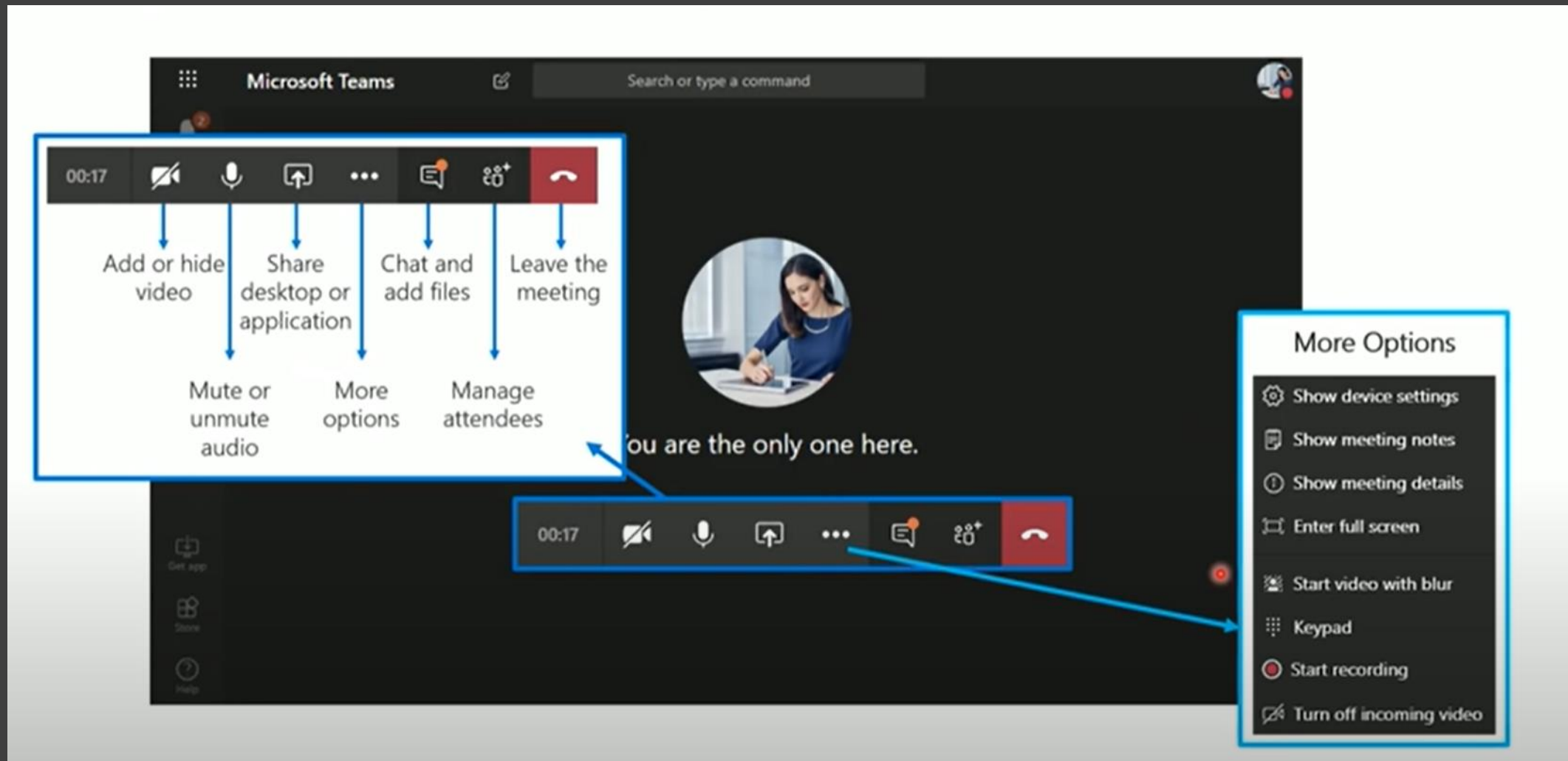


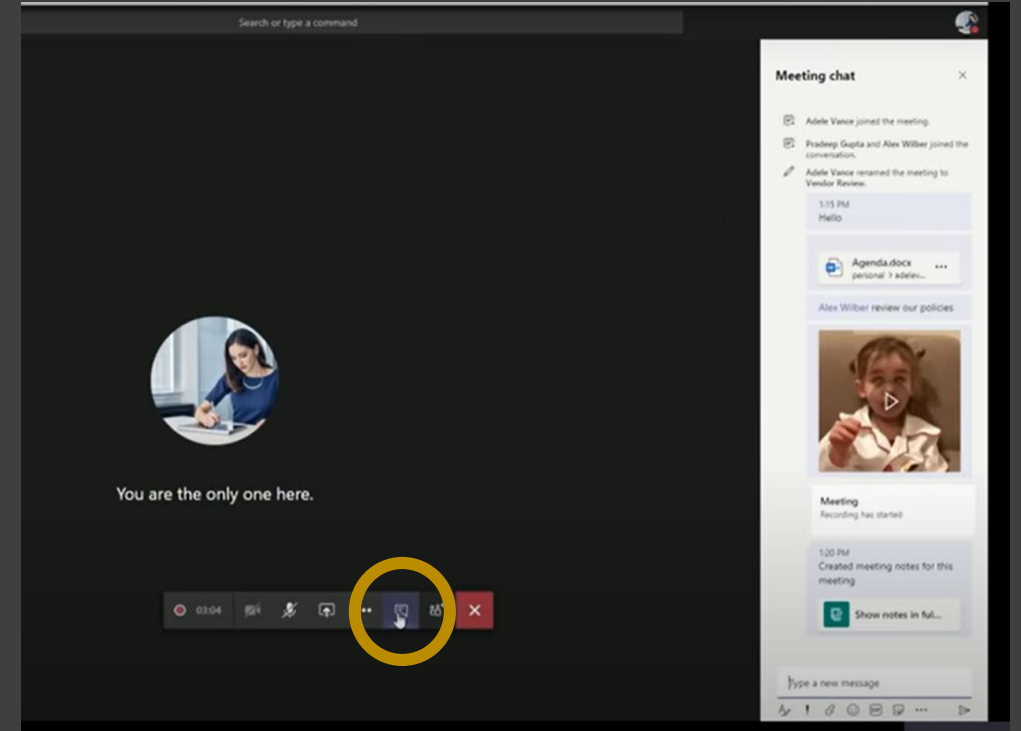
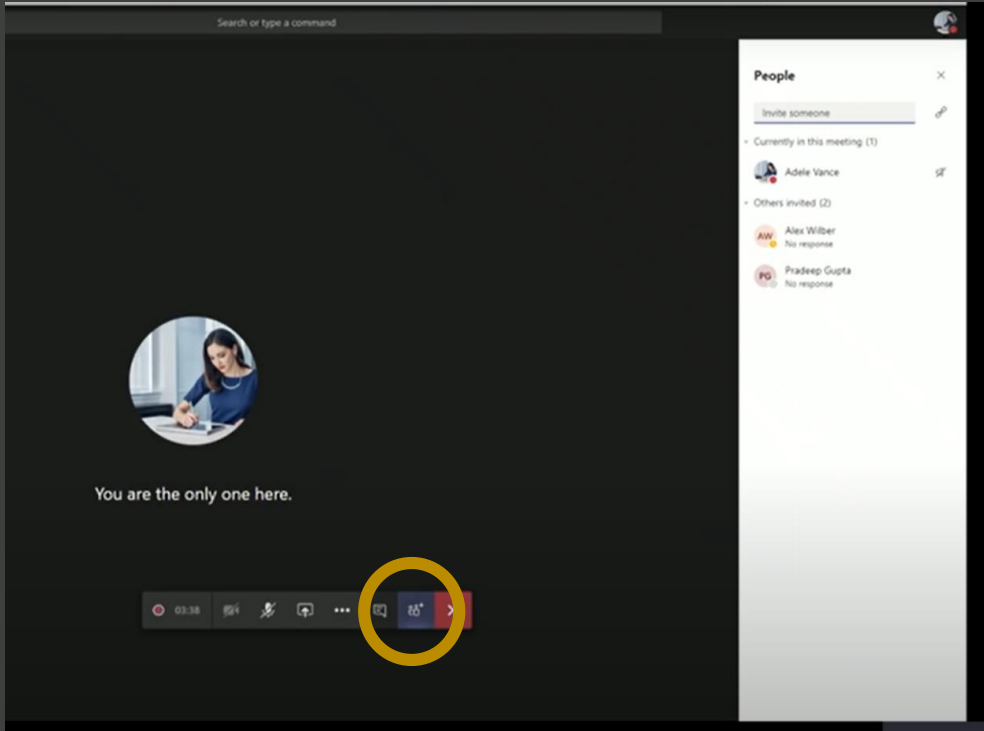
Chrome



Firefox

Participating in a Teams meeting





View side bars

- Use the 'Participants' side bar to view who else is present in this meeting.
- You may use the 'Chat' side bar to make comments, notes, or ask questions without interrupting the current speaker.

When there's a large number of people everyone doesn't appear on the screen.

Only video of people who've spoken most recently is shown.

Icons at the bottom show everyone else.

When you start speaking your camera will then appear on screen.

To avoid interruptions please 'mute' your microphone when you aren't talking.

Why can't I see everyone?

