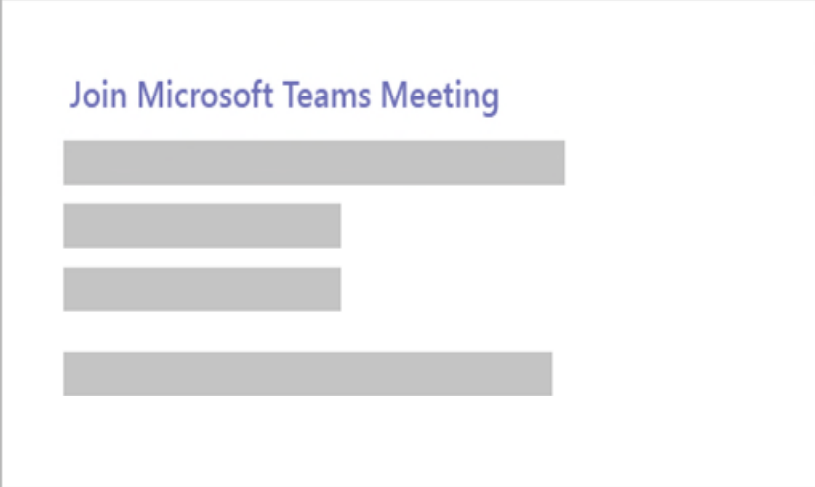
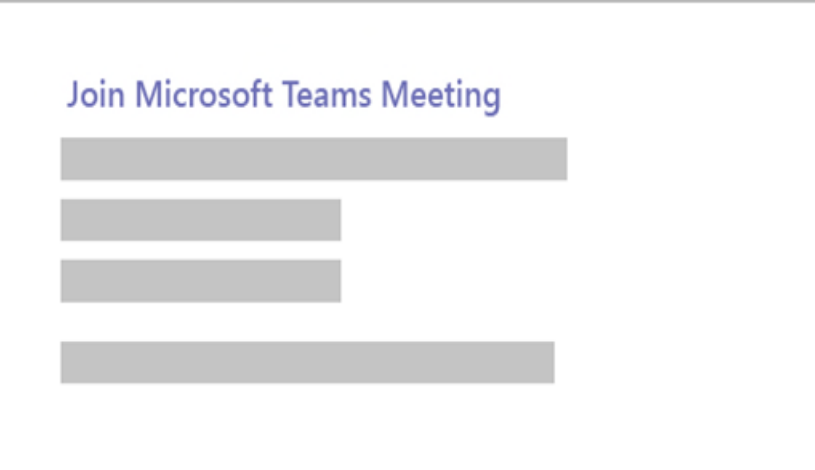


Using the Microsoft Teams Platform

Logging on Using a Desktop	Logging on Using a Mobile Device
<p>You can join a Teams meeting anytime, from any device, whether or not you have a Teams account. If you don't have an account, follow these steps to join as a guest.</p>	
<p>Go to the meeting invite and select Join Microsoft Teams Meeting.</p>  A screenshot of a desktop interface showing a blue button labeled "Join Microsoft Teams Meeting". Below the button are four horizontal grey bars representing other options or text in the interface.	<p>In the meeting invite, select Join Microsoft Teams Meeting.</p>  A screenshot of a mobile device interface showing a blue button labeled "Join Microsoft Teams Meeting". Below the button are four horizontal grey bars representing other options or text in the interface.
<p>That'll open a web page, where you'll see two choices: Download the Windows app and Join on the web instead. If you join on the web, you can use either Microsoft Edge or Google Chrome. Your browser may ask if it's okay for Teams to use your mic and camera. Be sure to allow it so you'll be seen and heard in your meeting.</p>	<p>If you don't already have the Teams mobile app, you'll be taken to your app store to download it.</p> <p>Download the app and open it right from the app store page. Teams will ask if it's okay to use your mic. Be sure to allow it so others in the meeting will be able to hear you.</p>
<p>Enter your name and choose your audio and video settings. If the meeting room (or another device that's connected to the meeting) is nearby, choose Audio off to avoid disrupting. Select Phone</p>	<p>Next, you'll be given two options for joining your meeting: Join as a guest or Sign in and join. Choose Join as a guest.</p>

Using the Microsoft Teams Platform

audio if you want to listen to the meeting on your mobile phone.

Microsoft Teams



Meeting time!
How would you like to join?

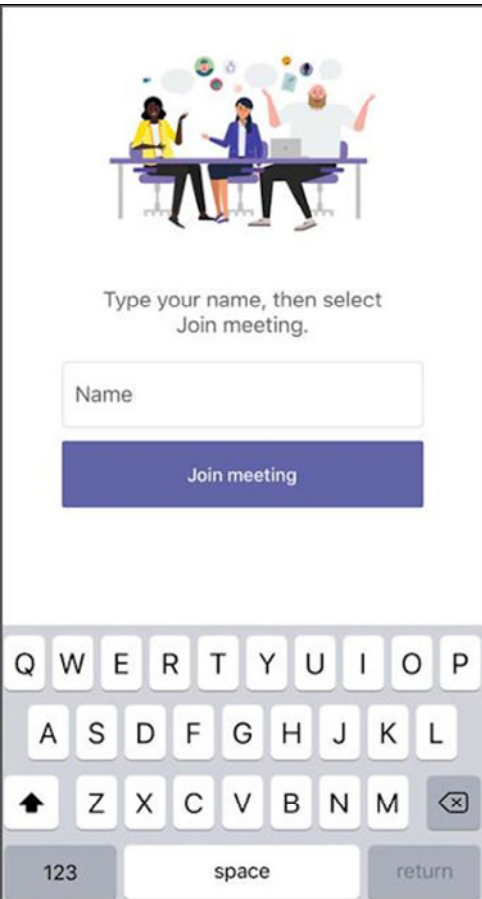
Join as a guest

Sign in and join

When you're ready, hit **Join now**.

Type your name and tap **Join meeting**.

Using the Microsoft Teams Platform

	 <p>Type your name, then select Join meeting.</p> <p>Name</p> <p>Join meeting</p> <p>Q W E R T Y U I O P A S D F G H J K L ↑ Z X C V B N M ↵ 123 space return</p>
<p>This will bring you into the meeting lobby. We'll notify the meeting organizer that you're there, and someone in the meeting can then admit you.</p>	<p>Once you're in the meeting, you can turn your video or mic on or off by tapping on the center of your screen to show the meeting controls. Tap again to hide them.</p>