

Microsoft Teams

Join a Microsoft Teams meeting from your calendar or sign in on the web.

Join a Teams meeting from the app

1. Go to your Teams calendar.
2. Find a meeting and select **Join**.
3. From the pre-join screen:
 - a. Turn on your camera
 - b. Select **Effects and avatars** to choose a background effect.
 - c. Choose your audio settings.
4. Select **Join now**.

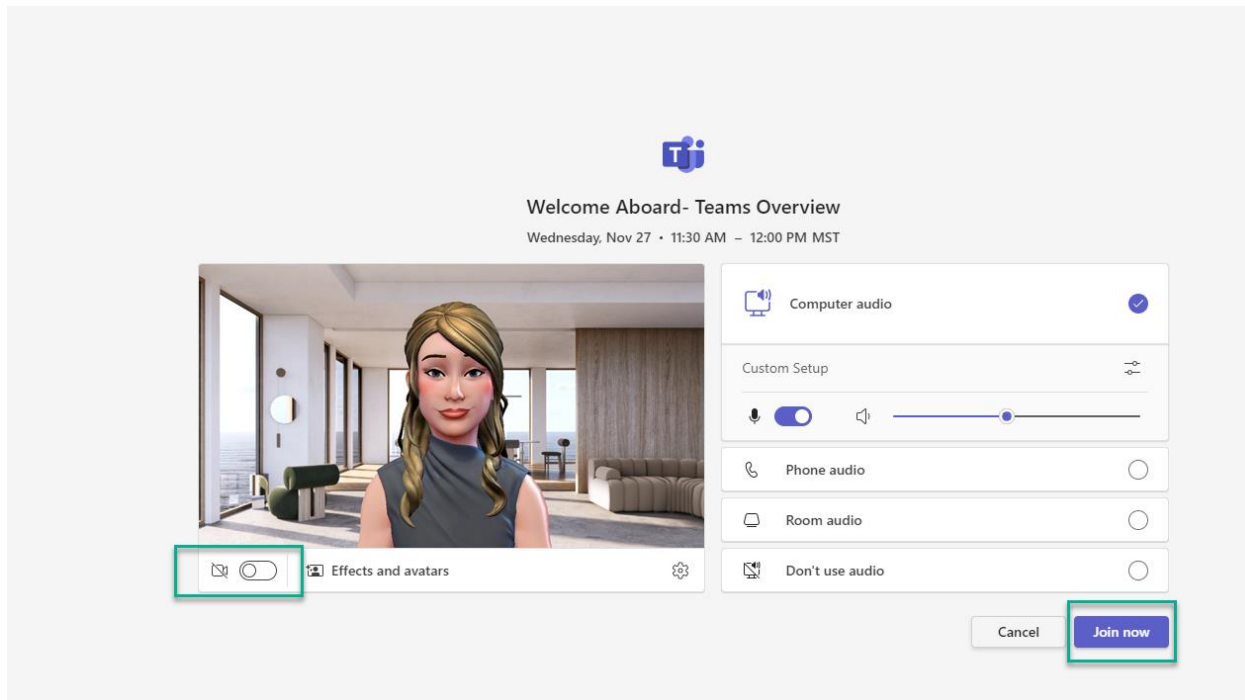
Join a Teams meeting on the web

Don't have the Teams app? You can still join a Teams meeting.

1. In your email invite, select **Join the meeting now**.

You can also use a dial-in number and conference ID from the email to call in.
2. You have three choices:
 - **Download the Windows app:** Download the Teams desktop app.
 - **Continue on this browser:** Join a Teams meeting on the web.
 - **Open your Teams app:** If you already have the Teams app, go right to your meeting.
3. Type your name.
4. Choose your audio and video settings.
5. Select **Join now**.
6. Depending on meeting settings, you'll get in right away, or go to a lobby where someone in the meeting will admit you.

If you would like to visit Microsoft support for a visual to join click [here](#).



During a meeting

Explore how to interact with others in a meeting:

- Avoid the frustration of speaking over other people and select **Raise your hand** to share your thoughts.
- Add your questions to the **meeting chat** to avoid interrupting a speaker.
- Select **React** and choose a reaction to express how you feel in real-time.
- Select **Mic** to mute or unmute yourself as necessary in the meeting.

