

the Chelsea Practice

HOW TO JOIN A TEAMS MEETING VIA MOBILE PHONE



If you are using an iPhone to join the meeting, you will need to download the Microsoft team's app prior. Please go the Appstore (logo in blue) and type in the search bar "Microsoft teams". Click on the purple app and download.

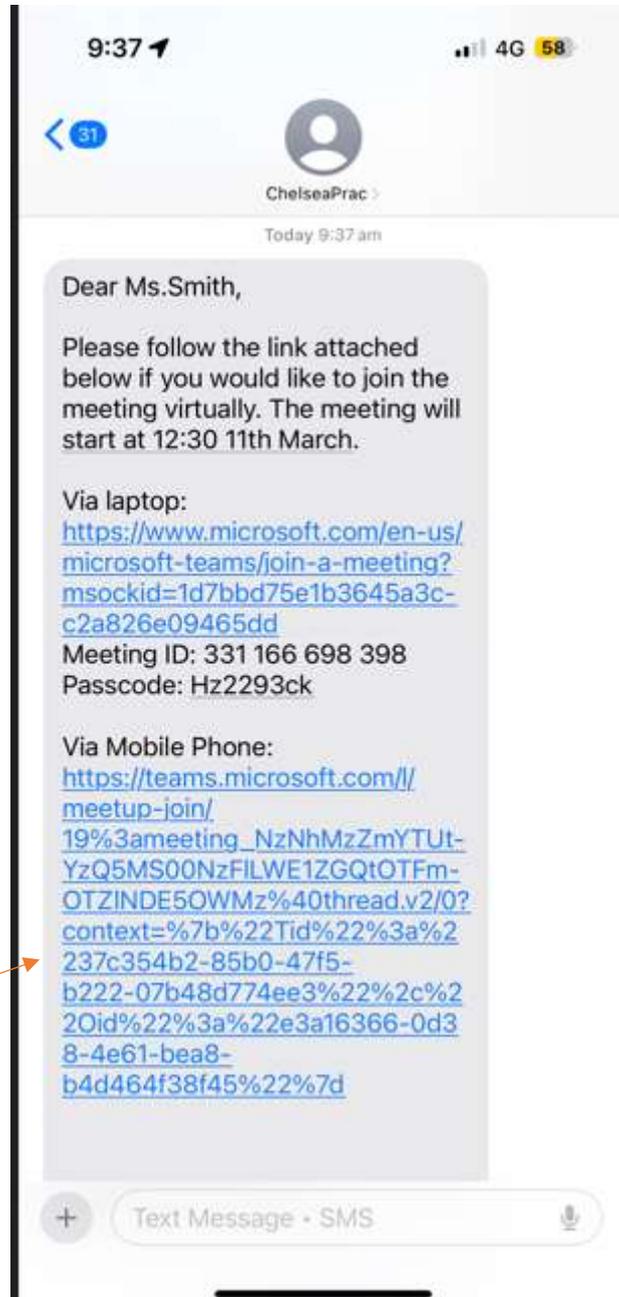


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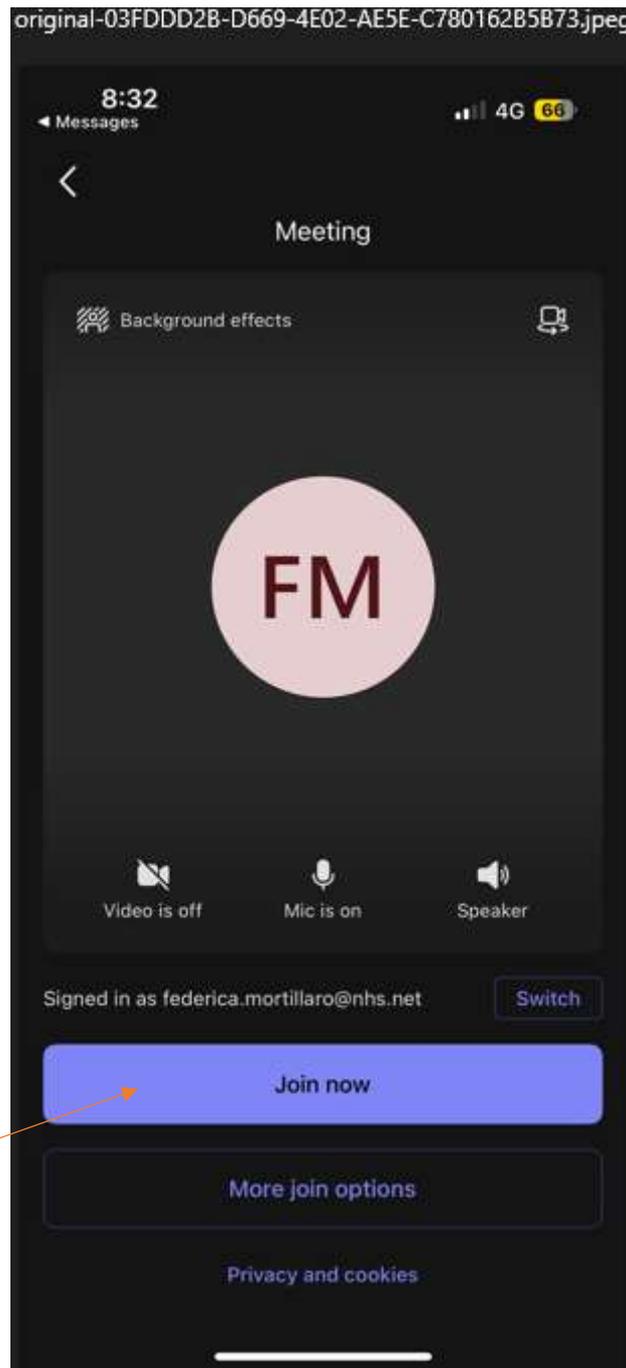


Step 1: After you have successfully download the teams app to your phone. Please go to the link sent to you via text message.

You will be sent a link via text message the day before the meeting. Please note you will not be able to join the meeting until the assigned date and time. Please click on the link highlighted in blue.



Step 2: Once you click on the link, it will open up into the app. Click on "Join Now"



Step 3: You will then be brought into the meeting.



Click on this button to turn on your video

Click on this button to turn on your microphone so everyone can hear you

Click on this button to adjust your volume

Click on this button to leave the meeting