

Instructions for Downloading the Microsoft Teams Mobile Application

Microsoft Teams Mobile Application

 Download and install Microsoft Teams (Teams) from the Microsoft Teams Download page: <u>https://www.microsoft.com/en-us/microsoft-365/microsoft-teams/download-app</u>, click **Download for Mobile**:



OR

Download Microsoft Teams from the App Store on your device:

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2. No need to create a Microsoft Account if you don't have one. As a test to make sure everything is working, open the <u>Court's Teams test</u> link in a browser, then click **Join Meeting**.



3. Click Join as a guest

Microsoft Teams



Meeting time! How would you like to join?



Sign in and join

4. Click **OK** to allow Teams to access your microphone:



5. Enter your name. First Name, Last Name and Party Description. For example, Amy Smith-Petitioner. Click Join meeting.



6. Once connected successfully, you will see a screen that will indicate 'Hello ...Someone in the meeting should let you in soon'. Hang up from the Teams meeting.

