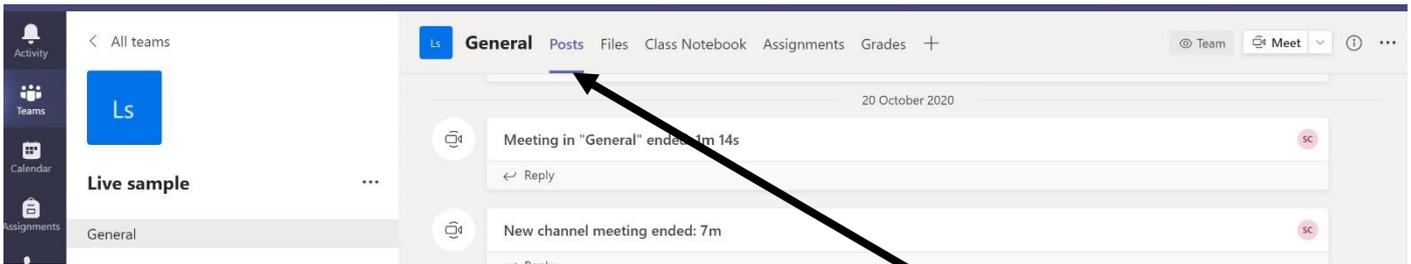


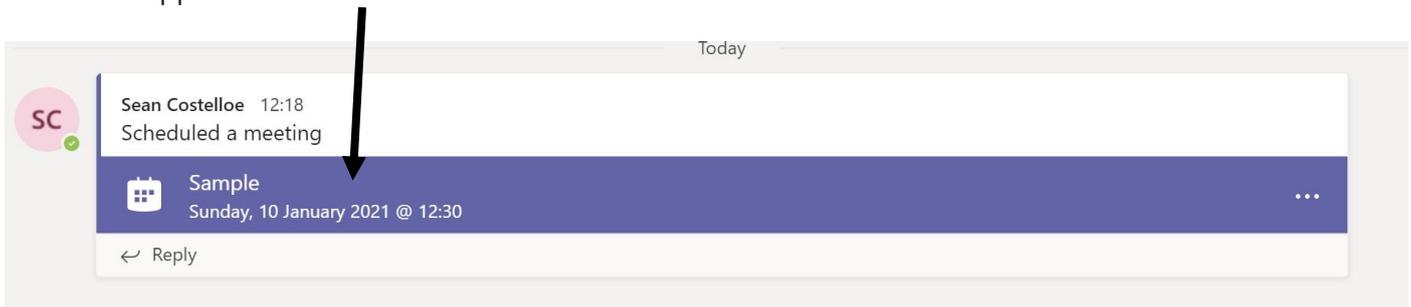
Microsoft Teams Live meeting



1. Access your class Team by logging in to office.com



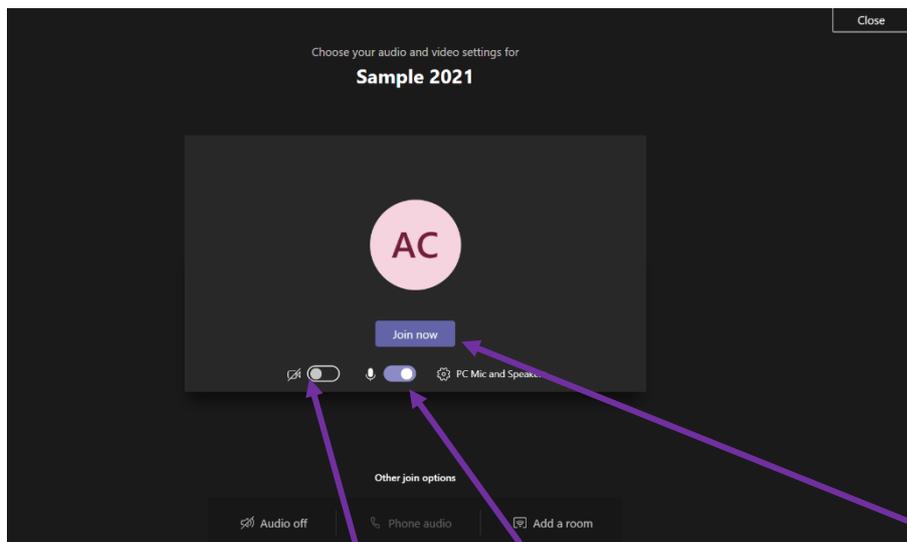
2. Your teacher may have scheduled a meeting and it will appear in your posts. The time and date of the live lesson will appear like this.



3. At the time of the meeting you will need to click on **"join"** the meeting.



4. The next screen that will appear is shown below.



5. Here you can turn on/off your camera and Microphone. When ready click on **"Join now"**.

office365support@presmilltown.ie if you require further help.