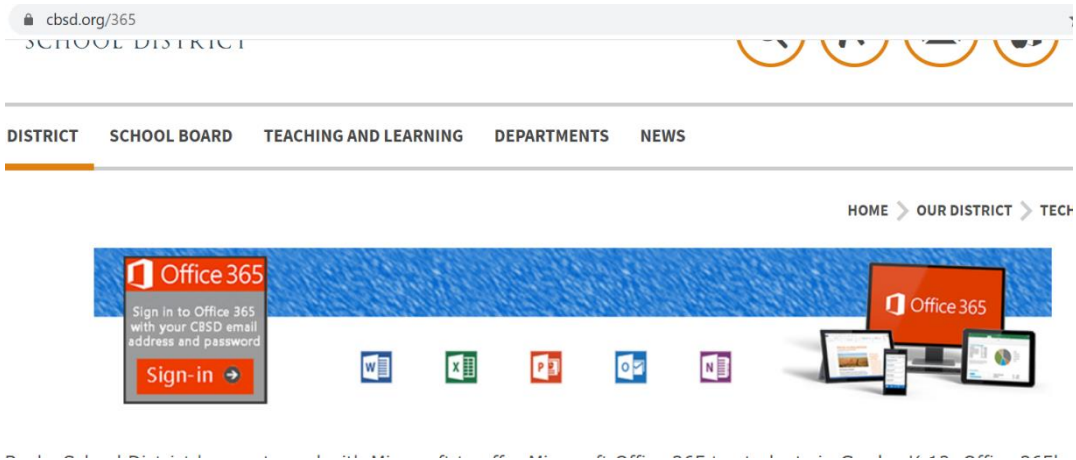


How to use TEAMS

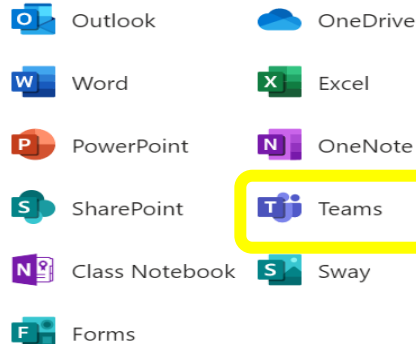
How to Access TEAMS:

1. Login to your office 365



2. Find the TEAMS App

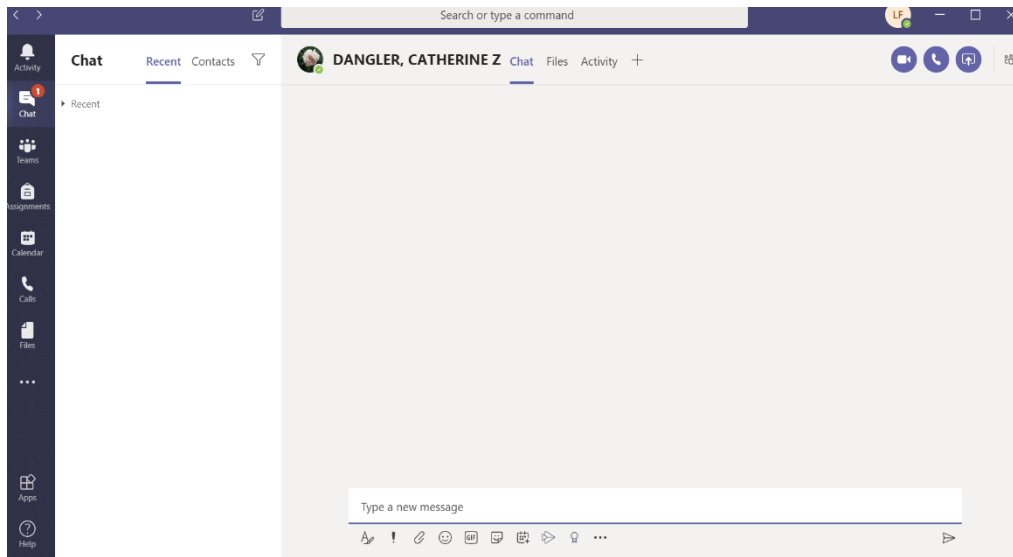
Apps



[All apps](#) →

3. Click on the app...If you can't find it in your 365 waffle, click on more apps. It will be in there.

4. Once you are in teams you should see this....



5. You will see many options on the side...

