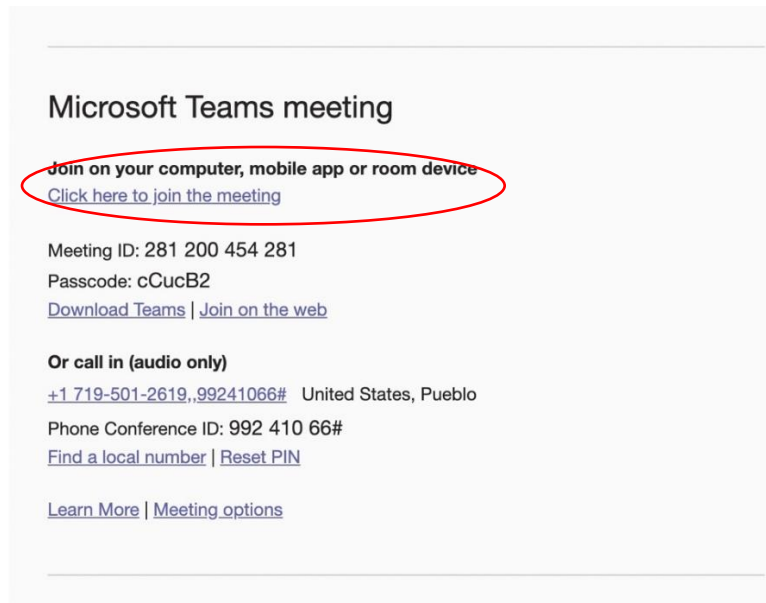


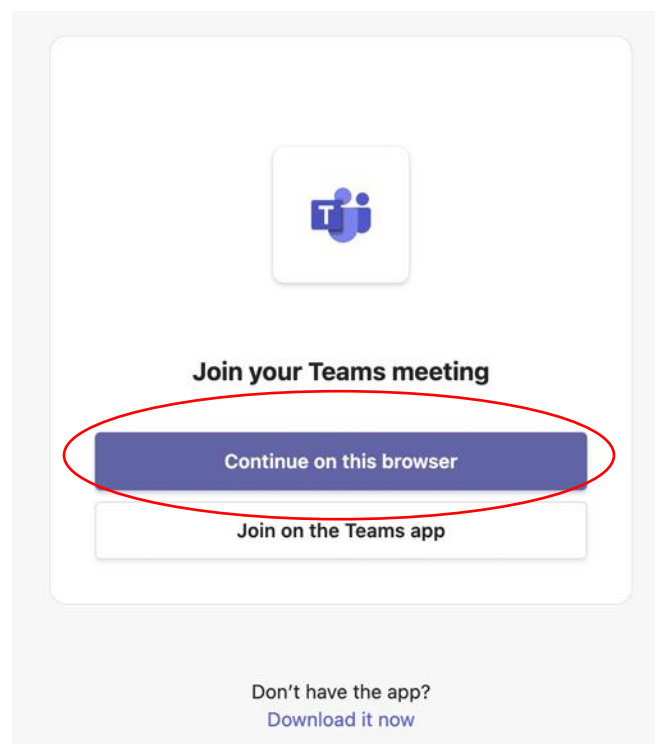
Joining the meeting using the link [Click here to join the meeting](#)

1. Scroll down on the e-mail that was sent out with meeting materials until you see Microsoft Teams meeting information. Click on the link to join the meeting.

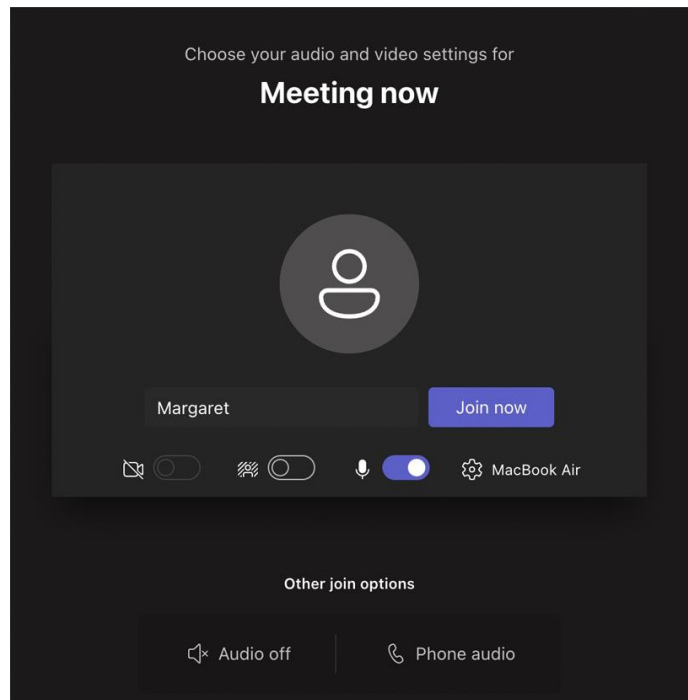


2. This screen will open. Click on the

Continue on this browser

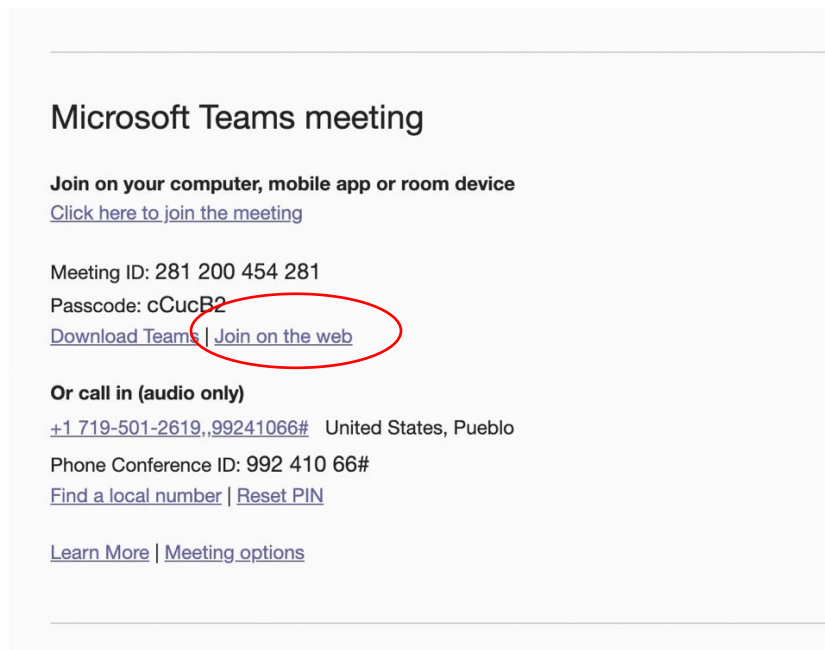


3. You will be taken directly to the meeting.



Joining the meeting using the link [Join on the web](#)

1. Click on the link to join the meeting.



2. You will be taken to this website where you need to enter Meeting ID and Meeting Passcode.

Microsoft Teams meeting

Join on your computer, mobile app or room device
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Meeting ID: 281 200 454 281
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3. Copy and paste meeting ID and passcode on this webpage.

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Enter meeting ID

Enter meeting passcode

Please enter alphanumeric characters only

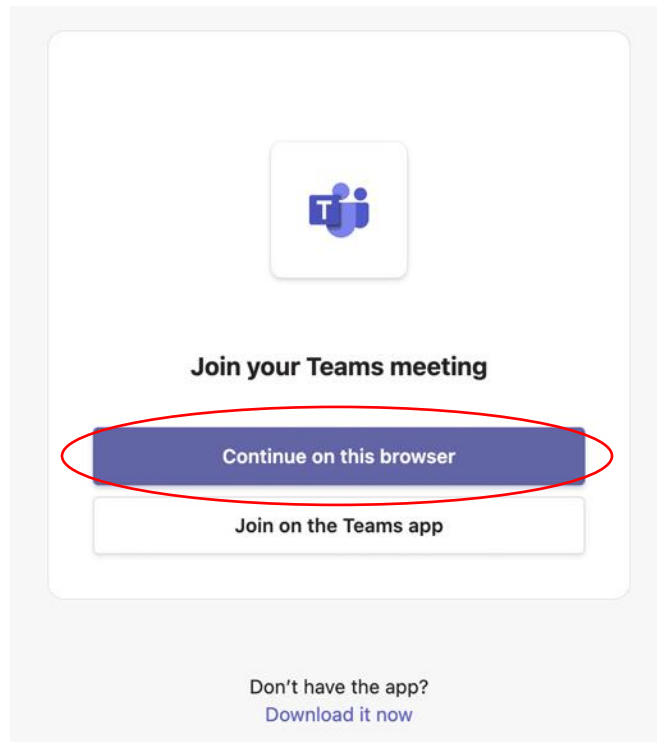
[Join a meeting](#)

[Where can I find my meeting ID? >](#)

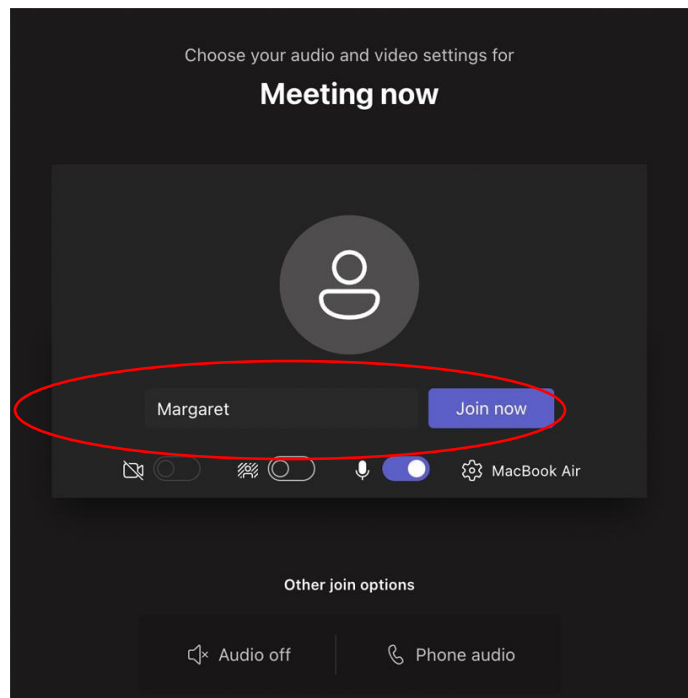


4. You will be taken to this screen. Press

Continue on this browser



5. You will be taken directly to the meeting.



6. Enter your name and press

Join now

and you will be taken to the meeting.

Downloading Teams

1. Click on the link [Download Teams](#)

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2. You will be taken to this screen.

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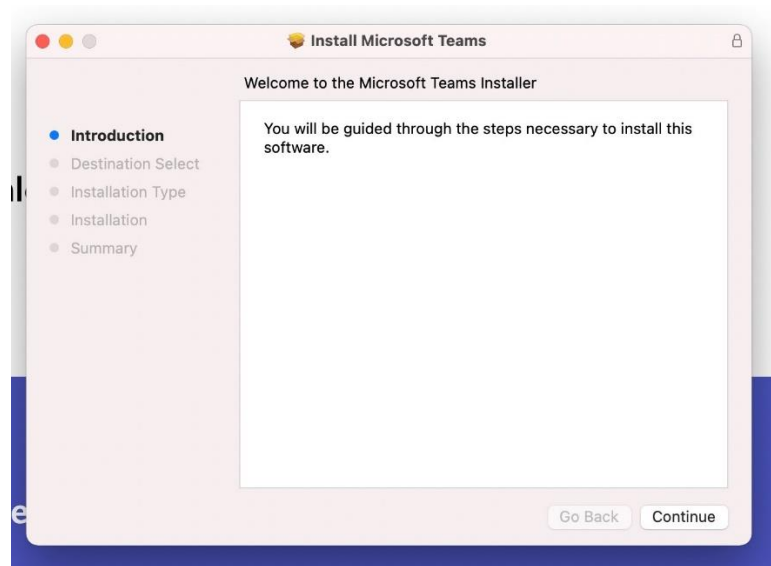
Connect and collaborate with anyone from anywhere on Teams.

[Download for desktop](#)

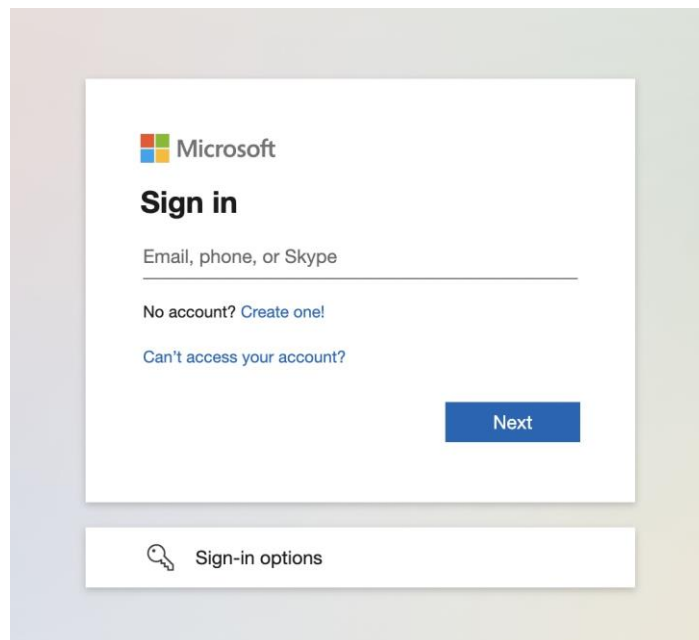
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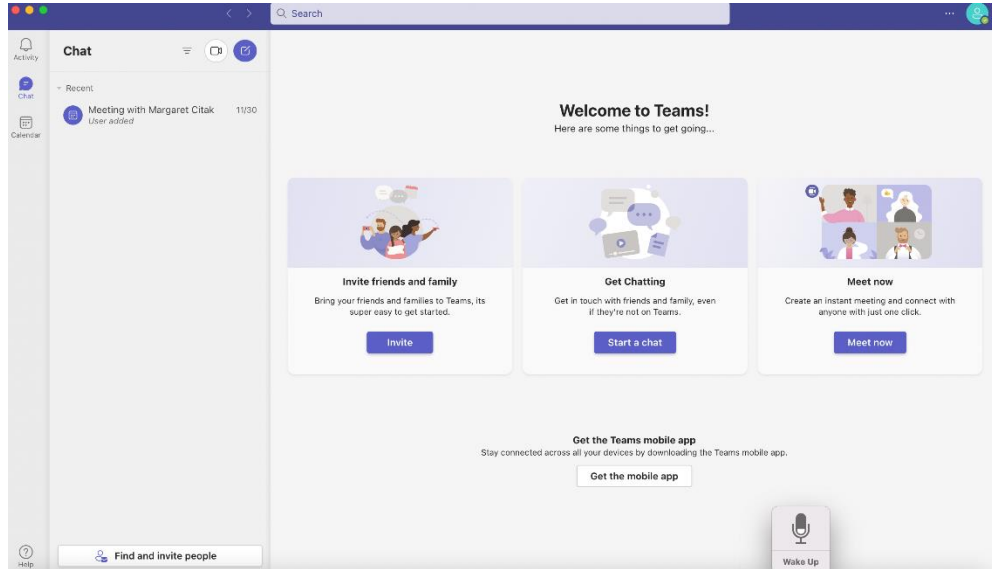
3. Press Download for desktop. Installation will begin.



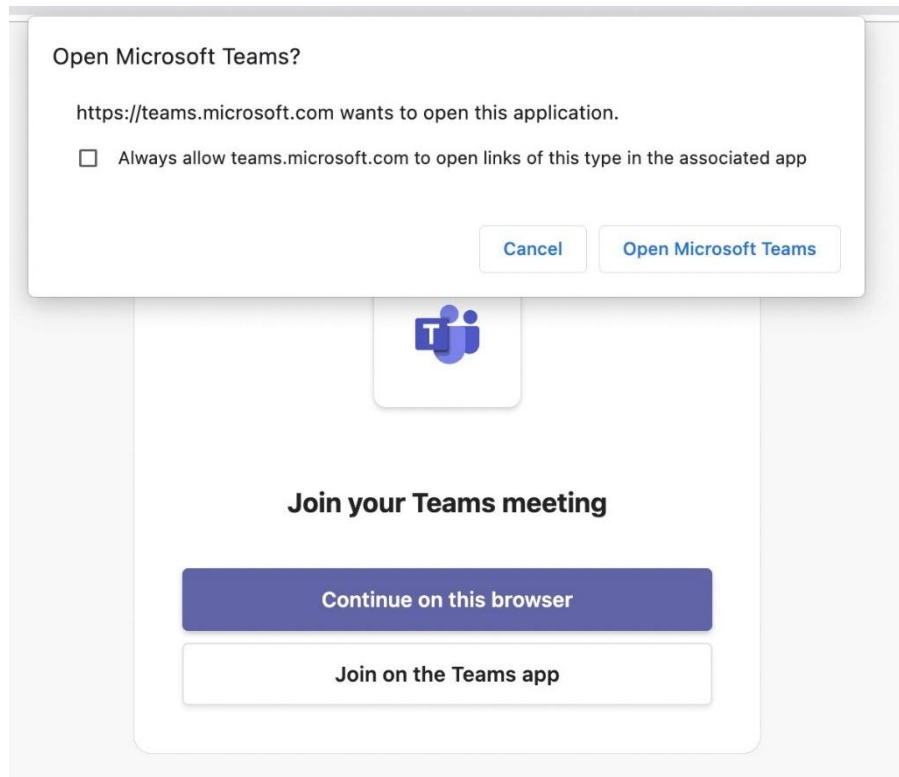
4. After downloading the Teams application should be on your desktop or navigation window. Open Teams. Create a Microsoft account if you don't have it. If you already have it sign in.



5. Teams will open on the screen.



6. Go back to your e-mail and click on the first link to join the meeting. This screen will open. Click on Open Microsoft Teams.



7. You will be taken directly to the meeting.