



How to: Join a video meeting at School using Microsoft Teams

During these uncertain times of Coronavirus you may be invited by the school or your child's teacher to join an online video call meeting. The Learn To Live Federation are using Microsoft Teams and here is a quick guide on how to get Microsoft Teams for your device to allow you to join a meeting request for a video call with the school.

In order to join a Teams meeting you will need to download and install Teams to your device. Microsoft Teams is available on the following devices.



Joining a Meeting:

You will receive an email from the school with the time and date of your meeting.

At the time of your meeting, click or tap on the **Join Microsoft Teams Meeting** link in the email or calendar entry. It should look like this in your email.

[Join Microsoft Teams Meeting](#)

Learn more about Teams | Meeting options



Please be aware that some internet and mobile data providers cap their data usage. Please check if you have limited data usage. Exceeding mobile data usage may incur extra charges to you.