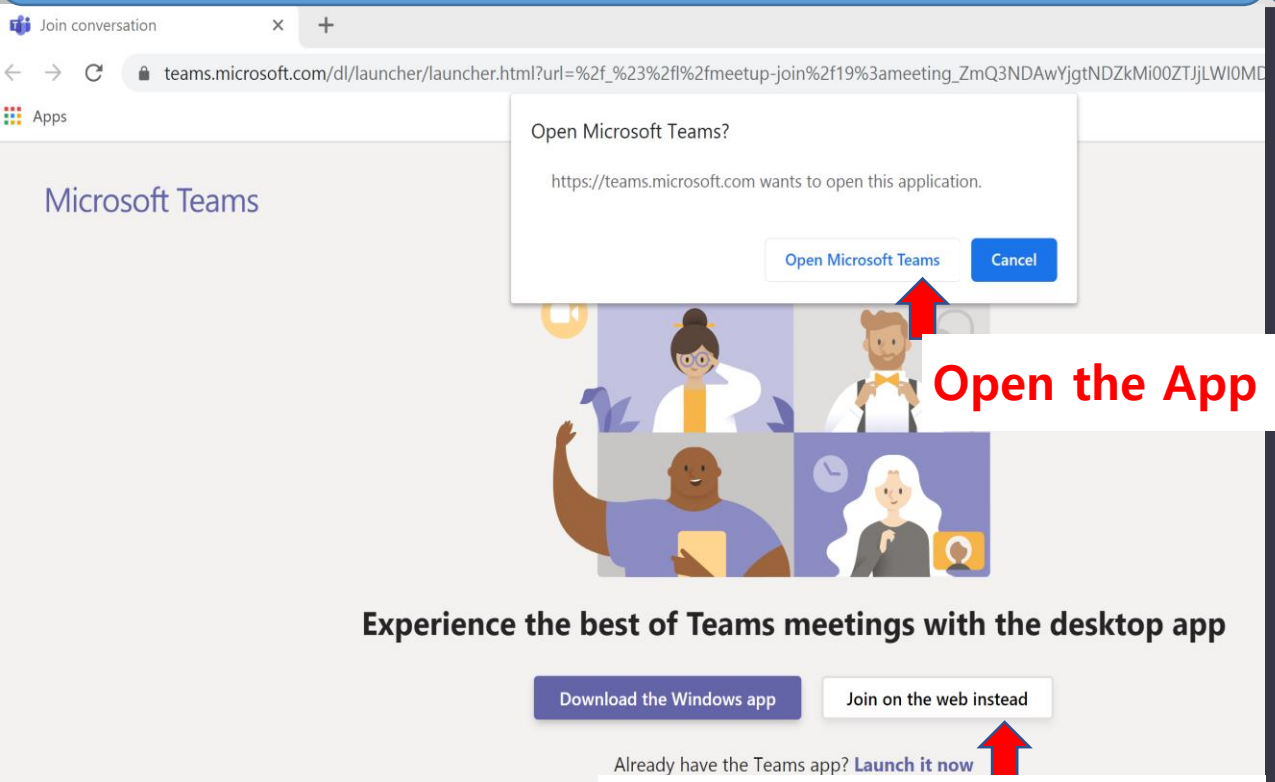
Desktop/NB-Application/ Web

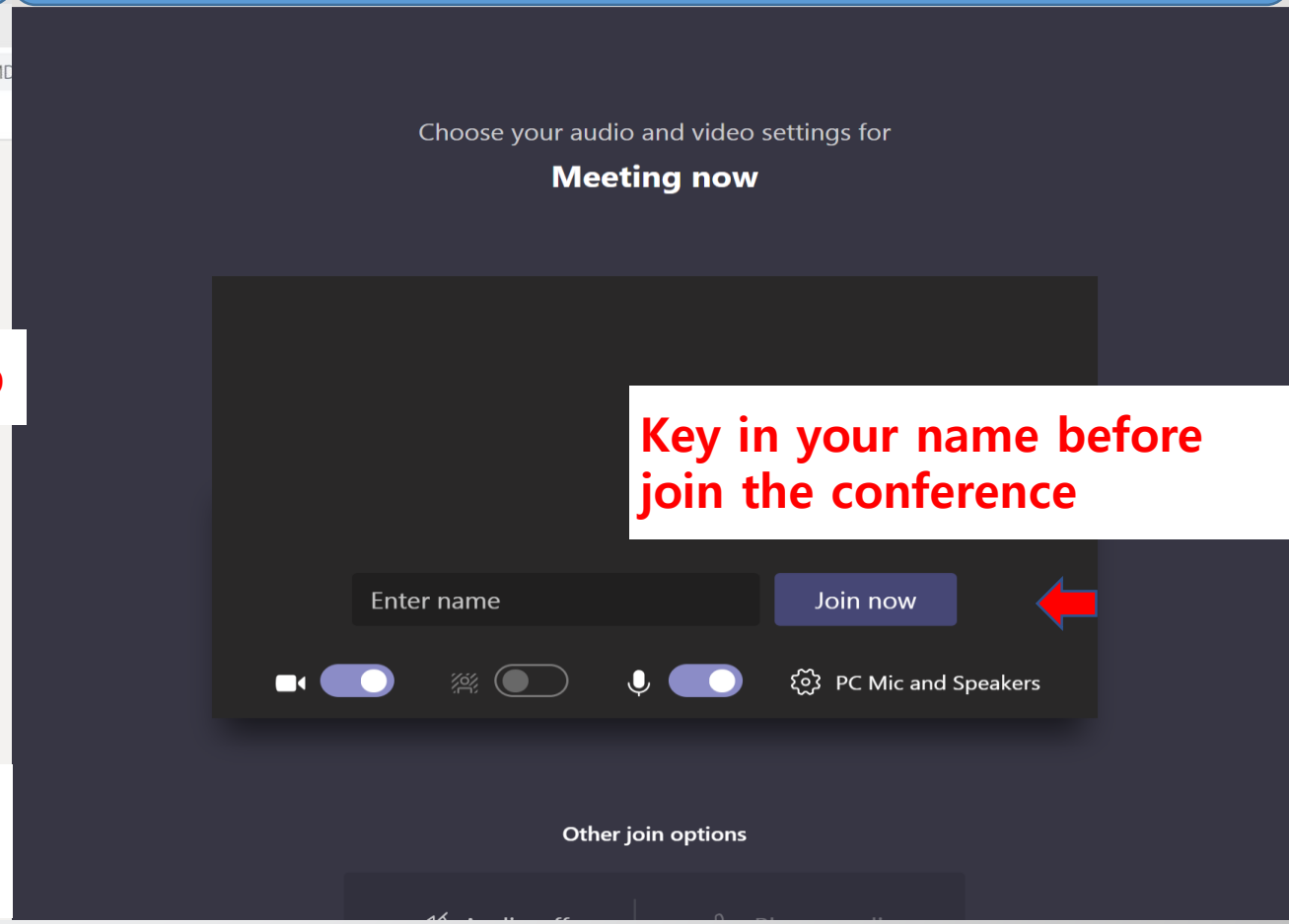
Step 1 Open the App(if embedded) or Join on the web



Open the App

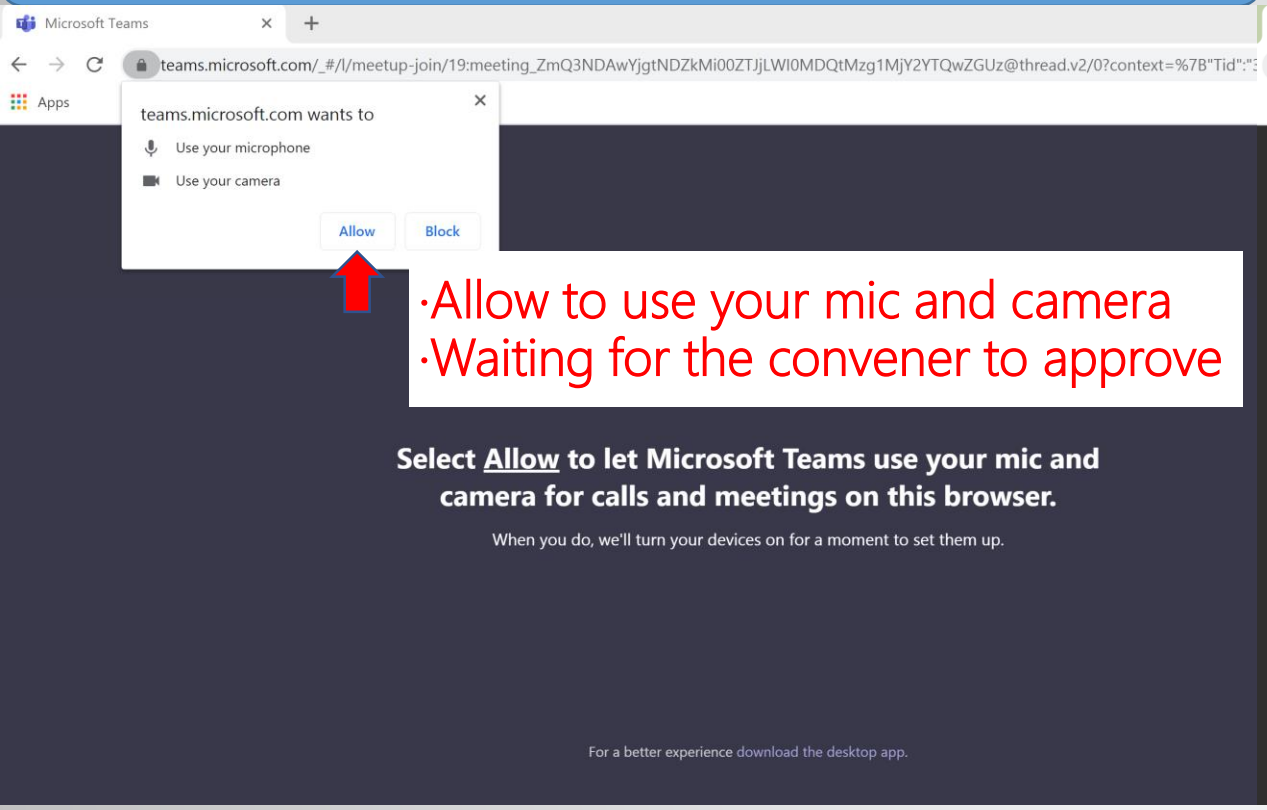
You can join by web instead of download the app

Step 2 Key in your name and join the meeting

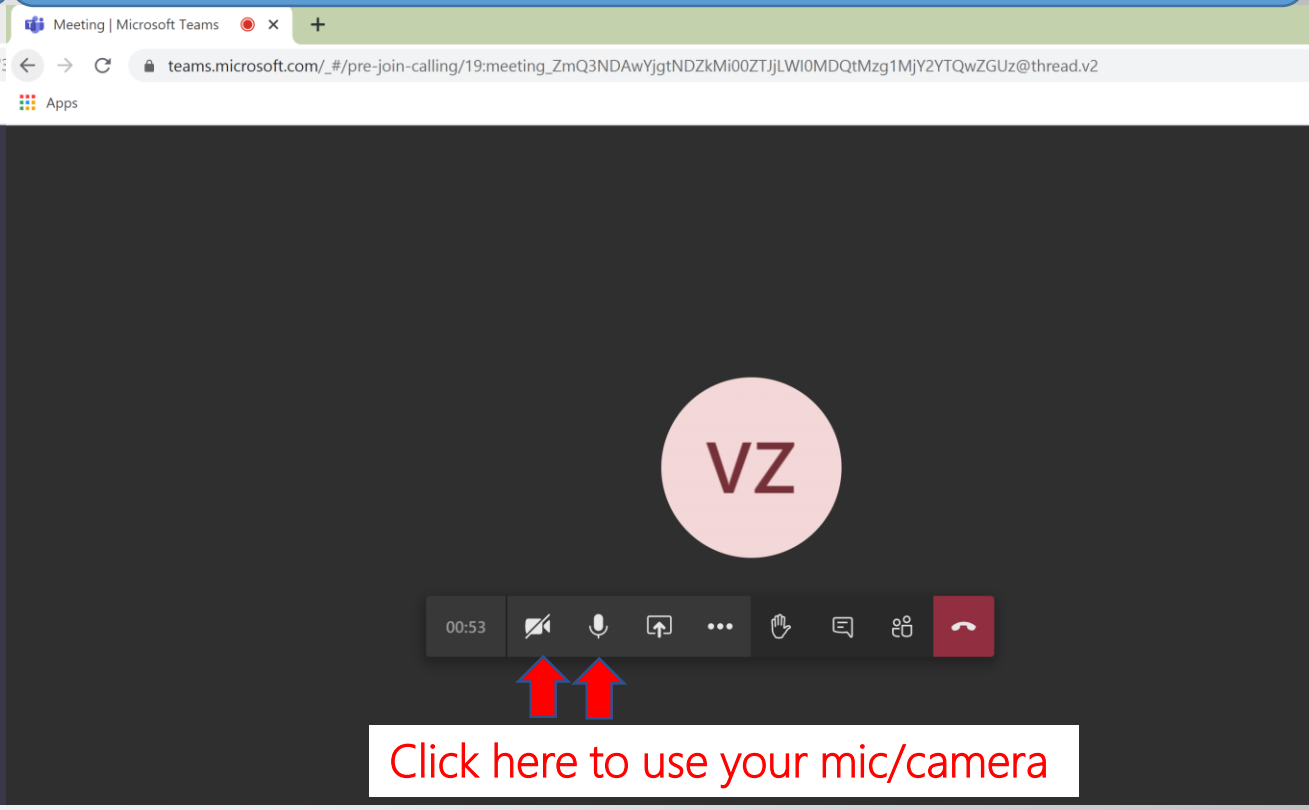


Key in your name before join the conference

Step 3 Allow functions and wait for approval



Step 4 Ensure that the functions have been turned on



Smart Phone- IOS/Android

Step 1 Access

在 Microsoft Teams 上
加入您的會議

您必須先下載應用程式。

取得 Teams

已有應用程式?

加入會議

Step 2 Download

Microsoft Teams
Microsoft Corporation

4.8 ★★★★★
1萬份評分

#11
商業

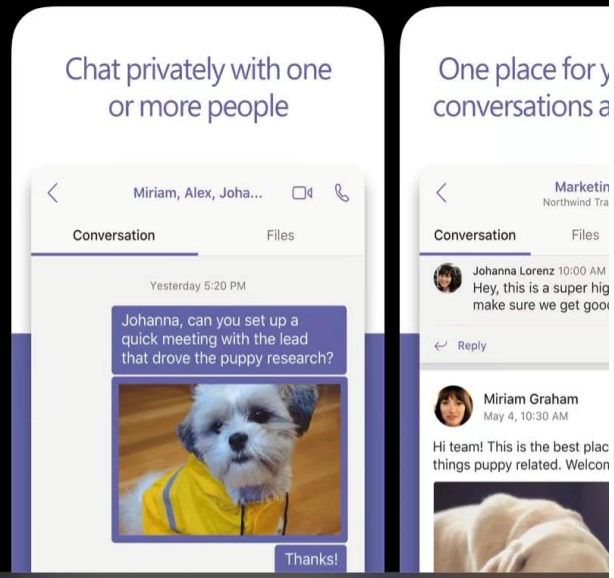
4+
年齡

新功能 版本記錄

版本 2.0.12 3天前

錯誤修正和效能改善

預覽



Step 3 Access Again

Microsoft Teams

會議時間!
您想要如何加入?

以來賓身分加入

登入並加入

Step 4 Join the Meeting

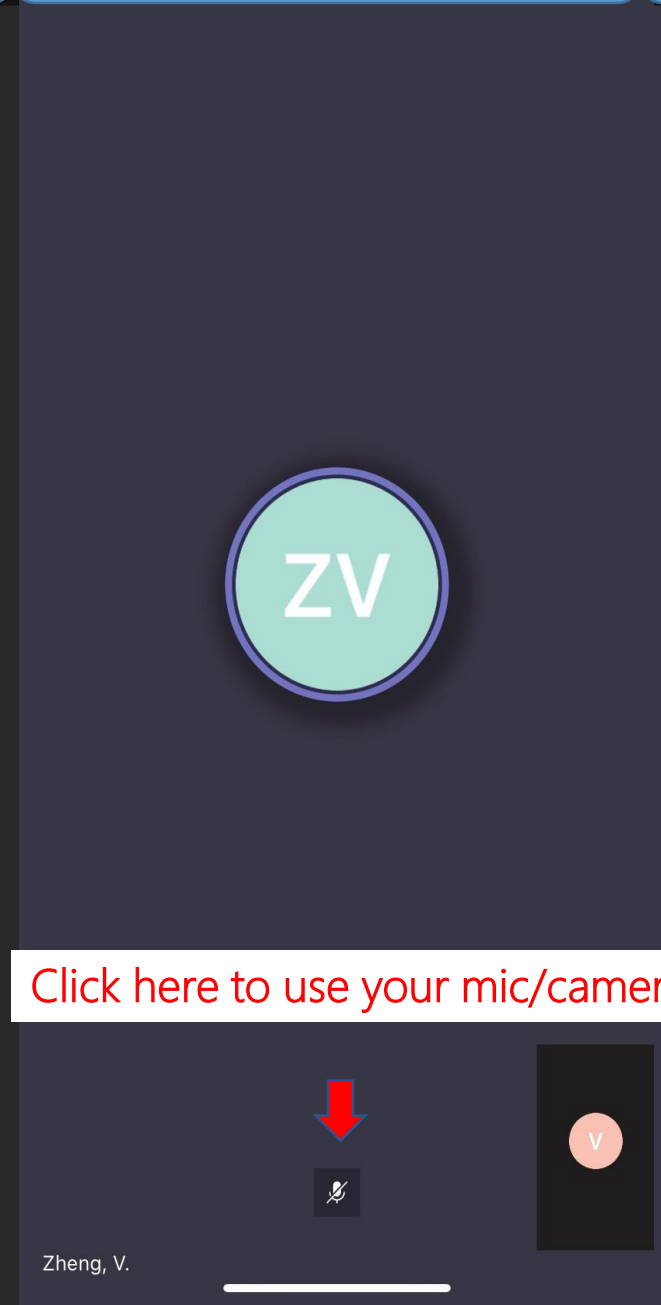
輸入您的名稱，然後選取 [加入會議]。

名稱

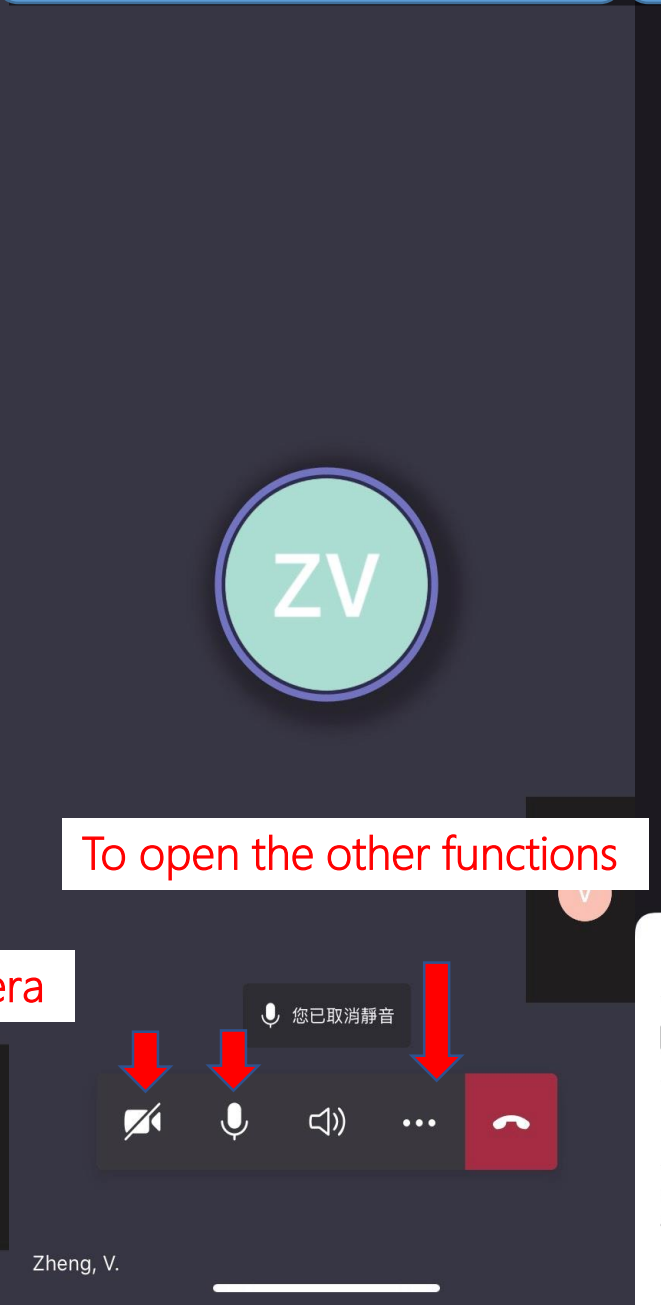
加入會議

Step 5 Waiting

Step 6 Turn on Functions



Step 7 Start the Meeting



Others