

Installing Teams App on iOS

- 1. Locate and launch the App Store.
- 2. Once you launched the **App Store**, click on the **Search** button.
- 3. At the top you will see the search bar, type in **Microsoft Teams** you will see the app appear like below:



- 4. If you have never downloaded the app before tap the word **Get** to download the app for the first time.
- 5. Once you launch the app enter your Marist Account, and password.
- 6. You will receive a popup for Notifications to be sent from Teams App, select **Allow** to have notifications from Teams to alert you.
- 7. Teams will then ask for permission to the microphone, in order to make a Teams call or attend a meeting on your mobile device you will have to select **Ok**.



Installing Teams App on Android Device

- 1. Locate and launch the Google Play Store.
- 2. At the top in the Search Bar you are going to type in Microsoft Teams.
- 3. You will then see the app like the screenshot below.



- 4. Click on **Install**.
- 5. Once the app is installed, launch Teams. If you do not see your account already select **Sign in** with another account, enter your Marist Account and password.