Eugene Center for Anxiety and Stress - How to Access Your Microsoft Teams Meeting

Join a Teams meeting from the app on your mobile device

If you are accessing your meeting from a phone or tablet, you **will need to download the app in order to access your meeting.** You will need to log into teams, but you **don't** need to have an outlook account to do so.

If you are accessing your meeting from your computer, you can access it from either the browser or the app.

1. From your **email**, select **Click here to join the meeting, and select Teams to open it in the app.** on a meeting before it's started, or one that's in-progress.
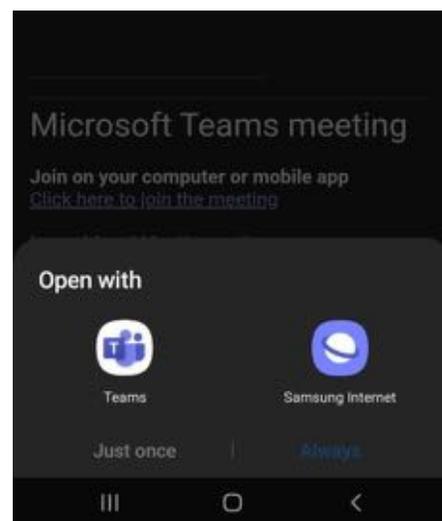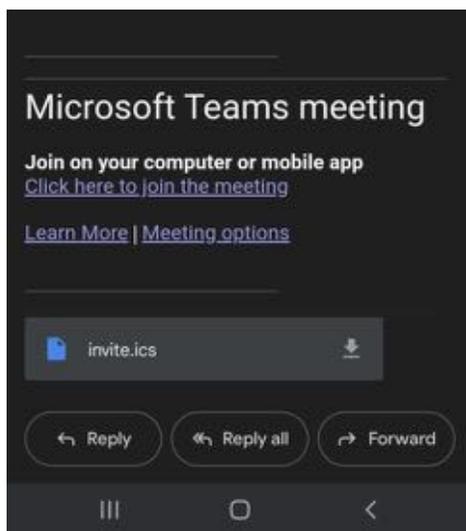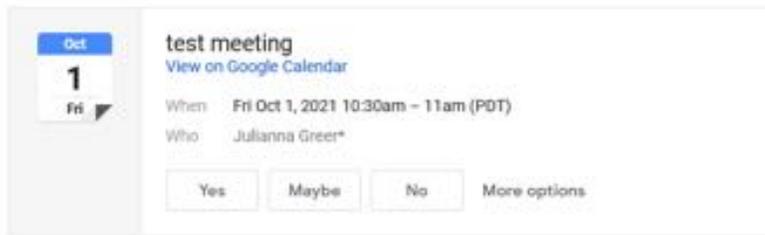
2. Turn on your camera, select **Background filters**, and choose how you'd like to appear.
3. Choose your audio settings.
4. Select **Join now**.

Join a Teams meeting on a computer

In your email invite, select **Click here to join the meeting**.

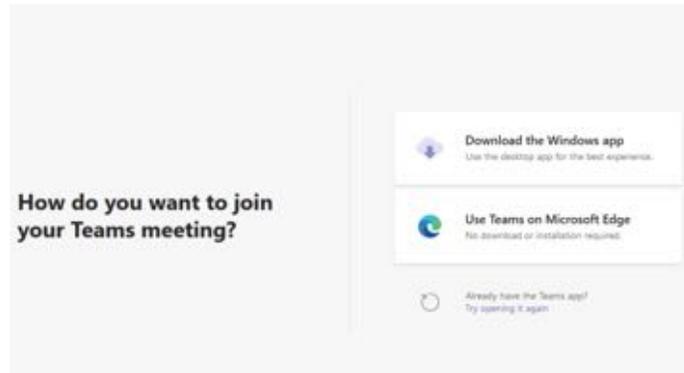You can also use a dial-in number and conference ID from the email to call in.

1. You will then be taken to a new page, and you have two choices:
    - **Download the Windows app**: Download the Teams desktop app and access your meeting from there.
    - **Continue on this browser**: Join a Teams meeting on the web. You will need to have Microsoft Edge installed to access your meeting this way.

2. If joining on **Microsoft Edge**, clicking the link will take you directly to the meeting. Depending on meeting settings, you'll get in right away, or go to a lobby where someone in the meeting will admit you.

3. If you are accessing it through **Microsoft Teams**, you should see the meeting in your calendar. You should be able to select "Join Meeting" right from the calendar.

4.