Install instructions for Android Devices:

1. To start the install process, go to teams.microsoft.com and click on Download the app. This will take you to the Microsoft Teams page of the Play Store.



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Microsoft Teams

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 3. Once the install is complete, click on Open.

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- 4. If you also use the Outlook for Android App, Microsoft Teams may automatically display your email as an option. If it does, click on your email address to be brought to a sign-in screen. Otherwise, type in your email and click Sign in to be brought to a login screen.
- 5. You will be taken to finish the sign in process.
- 6. A few moments after signing in, the Microsoft Teams App will open.



Install instructions for the iPhone

- 1. To start the install process, go to the App Store and search for Teams. Click on **Microsoft Teams**.
- 2. Click on Get.
- 3. You may need to double click on the side button of your phone to confirm. Once you do, click on **Install**.
- 4. Enter your Apple ID password and click on Sign in. Then, click Done.
- 5. You should now see the app install on your Home Screen.
- 6. Once it has installed, you can open Microsoft Teams by clicking on the app. Type in your Email Address and click Sign in.



- 7. You will be taken to finish the sign in Process.
- 8. A few moments after signing in, the Microsoft Teams App will open.

