

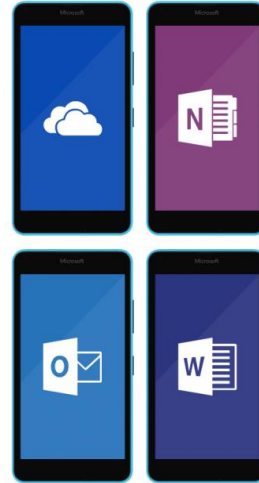


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Cree School Board
Commission scolaire crie

Mobile Device: Connecting to Teams

Microsoft Teams has a free app that can be downloaded on Android and Apple devices.

In addition to the Teams app, downloading other Office 365 apps, such as Outlook, Word and OneDrive will make completing work from a cell phone or tablet more efficient.



Step 1: Downloading the Teams App

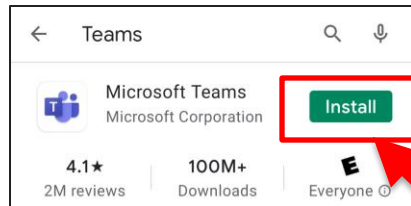
Android Devices



Open the Google Play Store.



Search for the Microsoft Teams app and install.



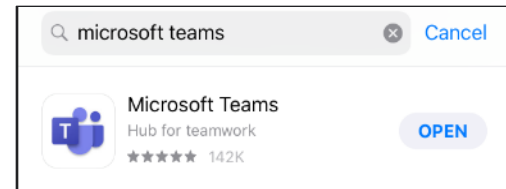
Apple Devices



Open the App Store.



Search for the Microsoft Teams app and install.

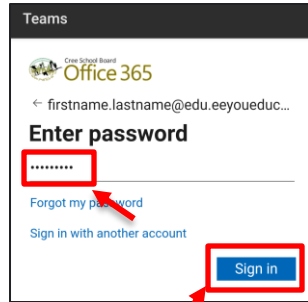
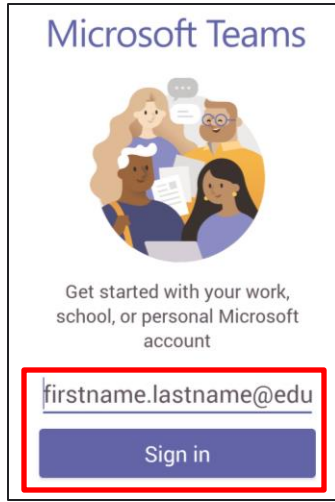


Step 2: Signing into the Teams App

Android Devices



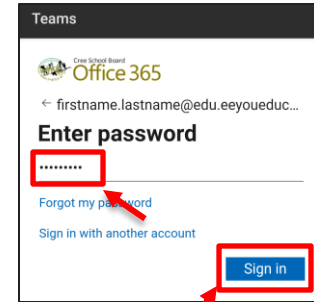
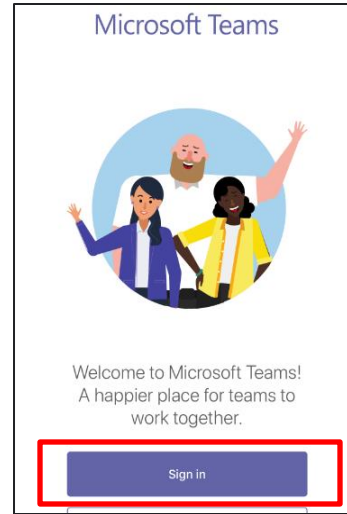
Open the Teams app and sign in using your Cree School Board account.



Apple Devices



Open the Teams app and sign in using your Cree School Board account.

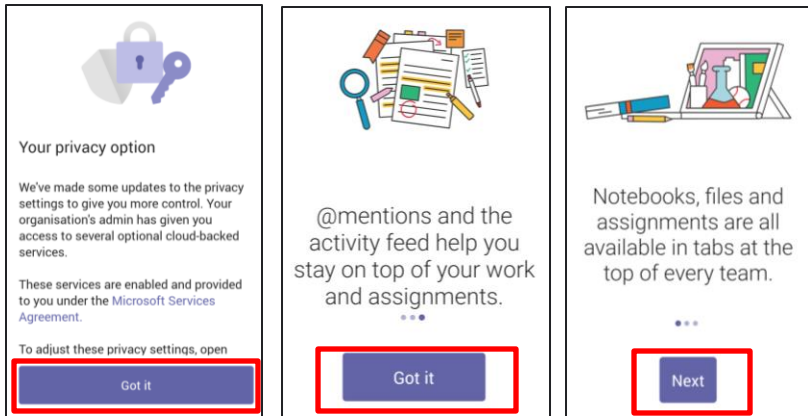


Step 3: Setting up the Teams App

Android Devices



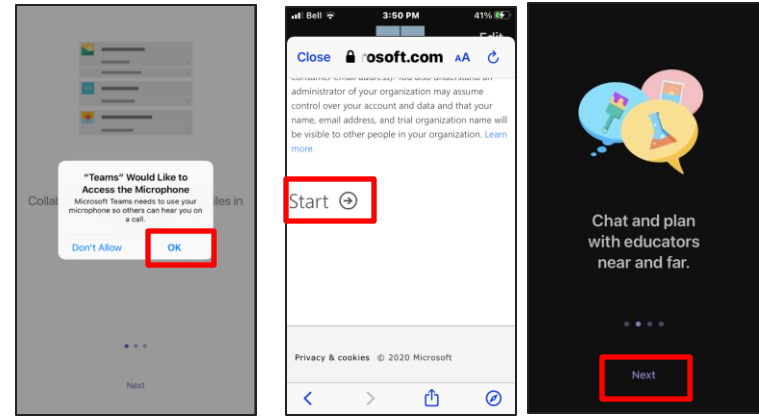
The first time you sign into the Teams app, you might see the following images. Click on **Got it** and **Next** to move forward.



Apple Devices



The first time you sign into the Teams app, you might see the following images. Click on **OK**, **Start** and **Next** to move forward.

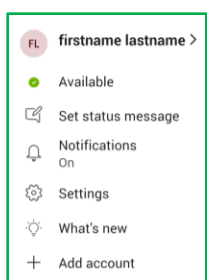


Teams Overview

Android Devices



Click on the three lines to open your account settings and information.

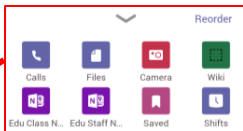


Click on the three dots to join and manage your Teams.

- Manage teams
- Create new team
- Browse teams
- Join a team with a code

You're not on a team yet

Once someone adds you to a team, it'll show up here.



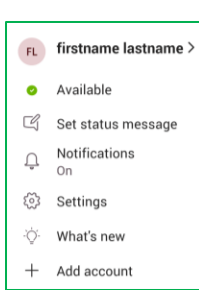
Click on the icons at the bottom of the page to navigate to your activity, chat, teams, assignments and calendar.

Click on more to access and manage additional features.

Apple Devices

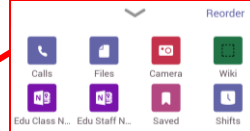


Click on the three lines to open your account settings and information.



Click on the two peons with the '+' sign icon to join and manage your Teams.

- Manage teams
- Create new team
- Browse teams
- Join a team with a code



Click on the icons at the bottom of the page to navigate to your activity, chat, teams, assignments and calendar.

Click on more to access and manage additional features.