

Microsoft Teams

Join as a guest on your computer

All you need to join a Teams meeting is a link.

[Join Microsoft Teams Meeting](#)
+1 317-969-8063 United States, Indianapolis (Toll)
Conference ID: 904 045 312#

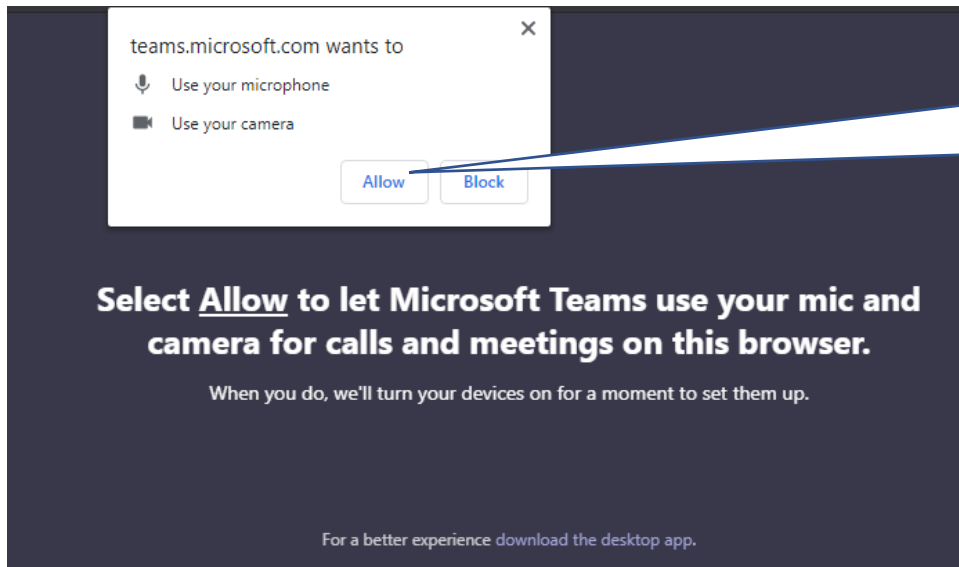
This is a link that is part of an email that was sent from the meeting organizer

Select **Join Microsoft Teams Meeting** link in your meeting invite to be taken to a page where you can choose to either join on the web or download the desktop app. If you already have the Teams app, the meeting will open there automatically.

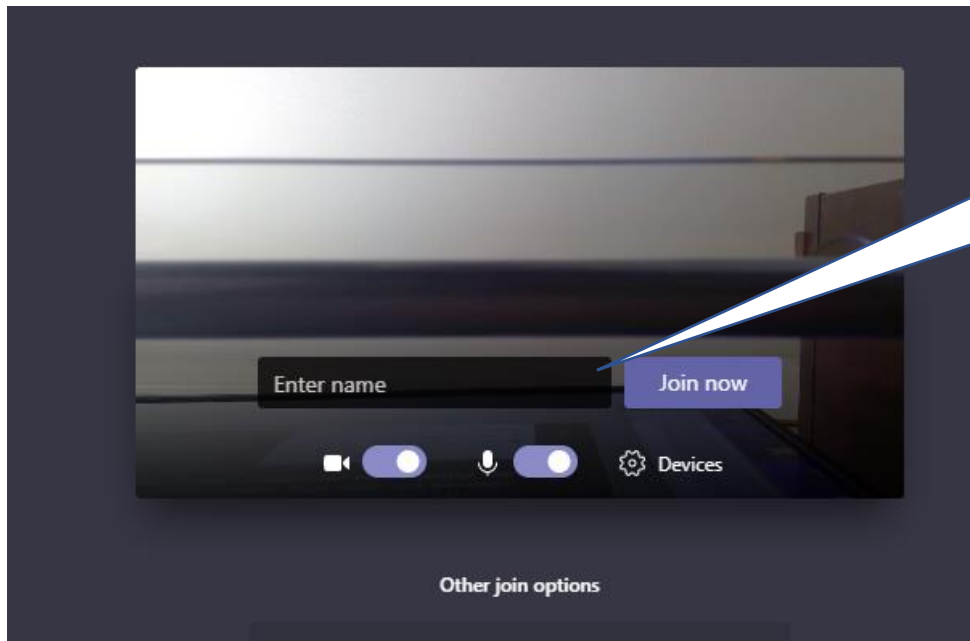
The screenshot shows the Microsoft Teams interface for joining a meeting. At the top left is the Teams logo. The main heading is "How do you want to join your Teams meeting?". Below this are three options:

- Download the Windows app**: Use the desktop app for the best experience.
- Continue on this browser**: No download or installation required.
- Open your Teams app**: Already have it? Go right to your meeting.

You don't have to download the app. Click this selection to be taken to the meeting



Click "Allow", to be able to use your mic and camera.



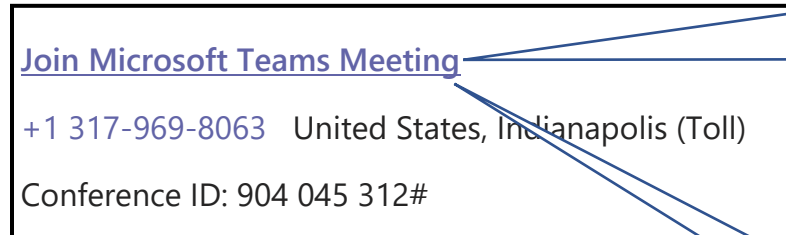
Type your name, and click "Join now".

If you do not have a Teams account and the organizer has allowed it, you may have the option to enter your name to join the meeting as a guest. If you do have a Teams account, select **Sign in** to join with access to the meeting chat and more.

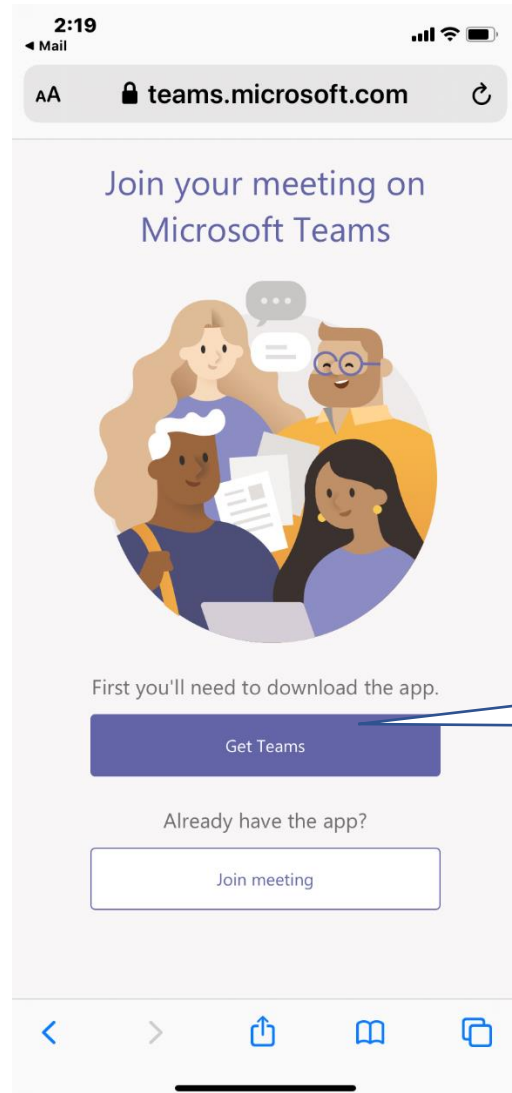
Then, depending on the organizer's settings, you may join the meeting right away or go to the lobby (placed on hold) to wait for the organizer to admit you.

Joining on your cell phone

All you need to join a Teams meeting is a link.



This is a link that is part of an email that was sent from the meeting organizer



If you already have the Teams app on your phone you will still need to click the meeting link to join the meeting

If you don't already have the Teams app on your phone, you will need to download the app. Click "Get Teams".