



## Accessing Your Microsoft Teams Meeting

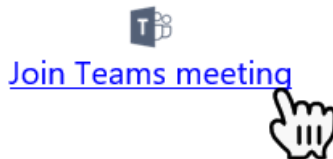
### Microsoft Teams Video Meeting



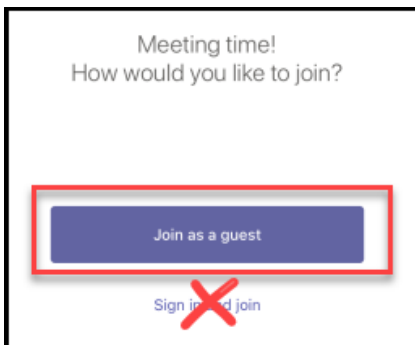
You should have received an email from your provider for your video visit (E-Visit). The instructions below will walk you through accessing and joining your Microsoft Teams video visit with your provider.

### From Your Smart Phone

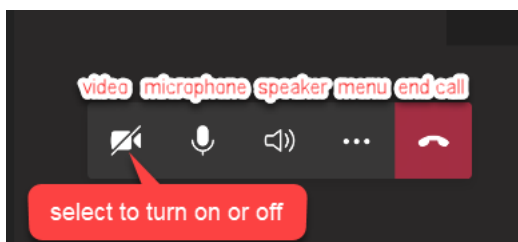
1. You will first need to download the Microsoft Teams mobile app.
  - a. **iPhone:** Search and download Microsoft Teams from the **App Store**.
  - b. **Android:** Search and download Microsoft Teams from **Google Play**.
2. After downloading the App, select the link from your email.



3. Select to **Join as a guest**. Do not select to Sign in and join.
  - a. You will be prompted to allow Teams to access the microphone and camera. You need to allow access so the provider can see and hear you in the meeting.



4. Enter your name in the Name field.
5. Select **Join Meeting** when you are ready.
  - a. If you joined the meeting before the provider, you will be in the lobby. The provider will need to admit you to the meeting.
  - b. Be sure to turn on the video, Teams for best experience.



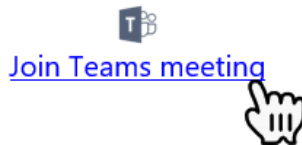


6. When you are done with the visit, select the red phone button to end the meeting.

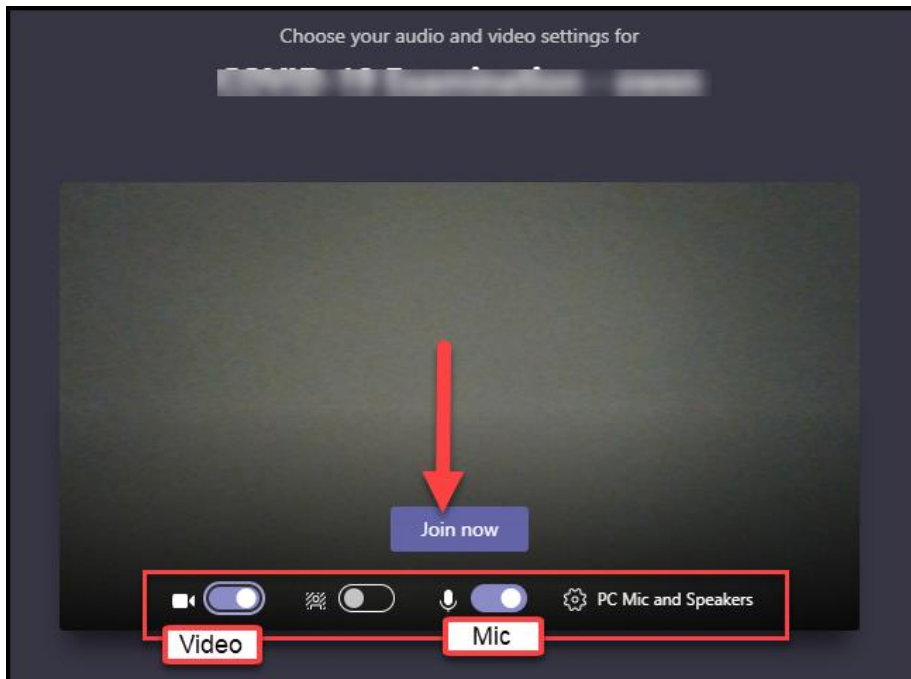
## From a Computer:

**IMPORTANT:** To join your meeting from a computer, you must have a working camera, microphone and speakers. Only **Microsoft Edge** or **Google Chrome** web browsers can be used. Internet Explorer, Safari, and Firefox cannot be used.

1. Open the meeting invite from your email and select **Join Teams meeting**.



2. The meeting window is displayed
  - a. Allow Teams to use your microphone and camera. This will allow you to be seen and heard in the meeting.
  - b. If prompted, enter your name.
3. When you are ready, Select **Join now** to access the meeting.



4. You will be brought to the lobby. You must wait until the provider admits you to begin the meeting.
5. When you are done with the visit, select the red phone button to end the meeting.