## **TEAMs Meeting – iOS – iPad/iPhone**

## Please Note - You must download the Teams App to access meetings on and iPad/iPhone

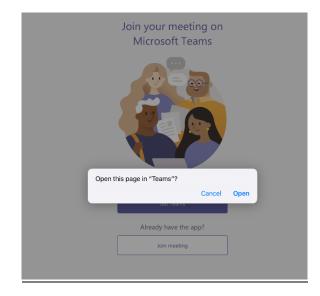
1. Download the Microsoft TEAMs App from the App Store



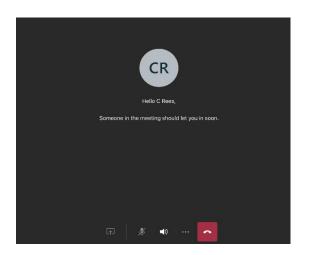
2. Once the App is downloaded, Click on the TEAMs meeting Join link that you have received.

## Join Microsoft Teams Meeting

3. Choose "Open" to open the meetings in the App



4. The app will take you straight into the meeting. If the meeting has a "Virtual Lobby" you will be held there until the meeting organiser admits you to the meeting.



5. When the organiser starts the meeting, the display will change (See below). You will now get a toolbar at the bottom of the screen

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E 8 A C	Ø Ø • • · · ·		This is to leave the meeting
This is to access the chat function. Questions can be asked here if more suitable	This is to share your screen – Please be careful with this!	This is to put a Virtual "Hand Up". Please use this for any questions	These are enable/disable Camera/Microphone

Please Note – if the presenter is displaying a presentation or sharing their screen, you will not be able to see the presenters or other people's camera displays.