

## Join a Teams Meeting Using a Mobile Device

Seattle Public Schools is excited to announce that starting May 26<sup>th</sup>, all SPS students can access MS Teams for safer and more secure online meetings. Students can join a Teams meeting using an:

- **SPS student laptop** (Teams app is pre-installed and SPS login required)
- **Personal Computer** (Download Teams app and SPS login required)
- **Mobile Device** (Download Teams app and SPS Login Required)

The following instructions describe how to join a Teams online meeting on a mobile device. See the support documentation for instructions on how to download and login to the Teams mobile app.

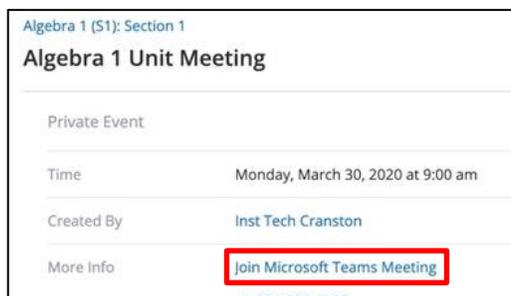
**Note:** Anyone joining the team **without** an SPS account will be required to wait in the lobby to be admitted or denied access.

### Join a Teams Meeting on a Mobile Device

1. Log in to Schoology with your SPS username and password.
2. Select the Schoology course.
3. Click the calendar event, page, or update with the Teams meeting link.



4. Click the **Join Microsoft Teams Meeting** link or use the phone number and conference ID to call into the meeting.



5. Select **Join Microsoft Teams Meeting**.

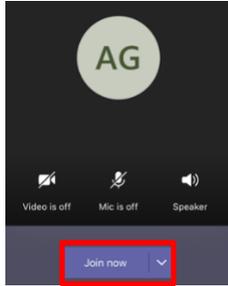


## Join Schoology Teams Meeting

---



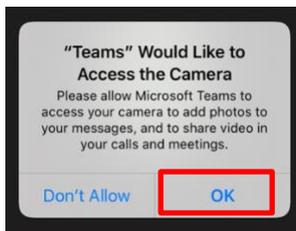
6. Select **Join now**.



7. Tap **OK** to allow access to Bluetooth.



8. Tap **OK** to allow access to your camera.



9. Tap **OK** to allow access to your microphone if prompted.

**Congratulations, you have joined a Teams meeting.**

