

5 easy steps to joining a MS Teams session



- Step 1** When you call to book a Telepractice session, we will send you an email with the MS Teams link included.
- Step 2** When it is almost time to join the session, open your email and click on the MS Teams link that was sent (see below)

Microsoft Teams meeting

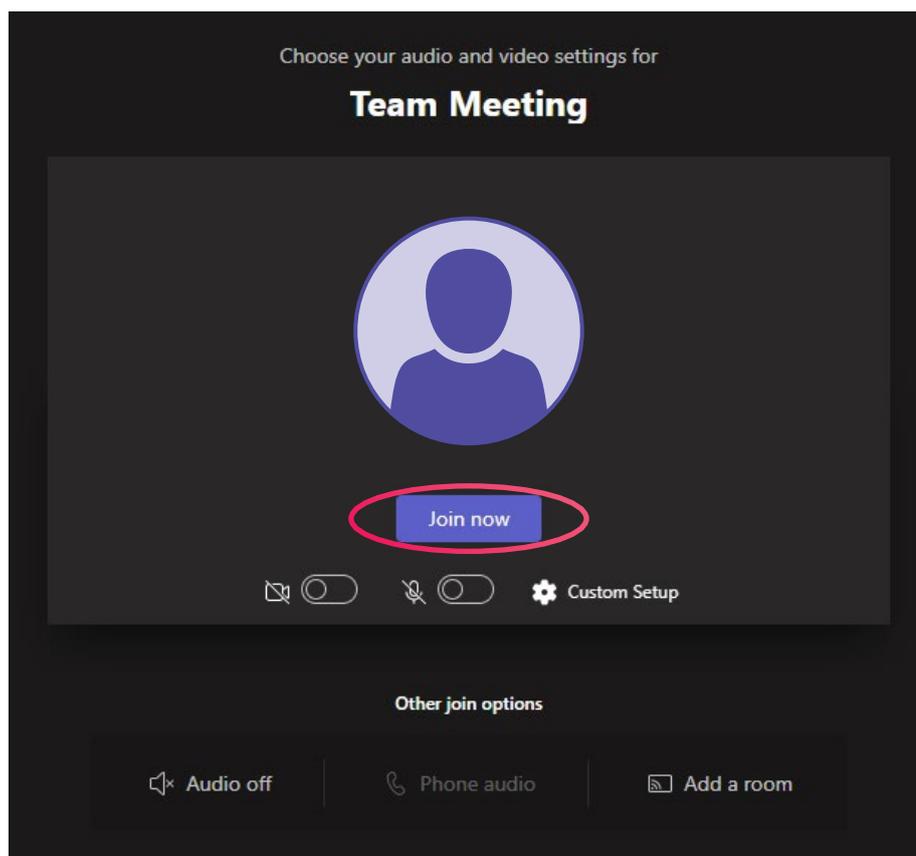
Join on your computer or mobile app

[Click here to join the meeting](#)

[Learn More](#) | [Meeting options](#)

Step 3

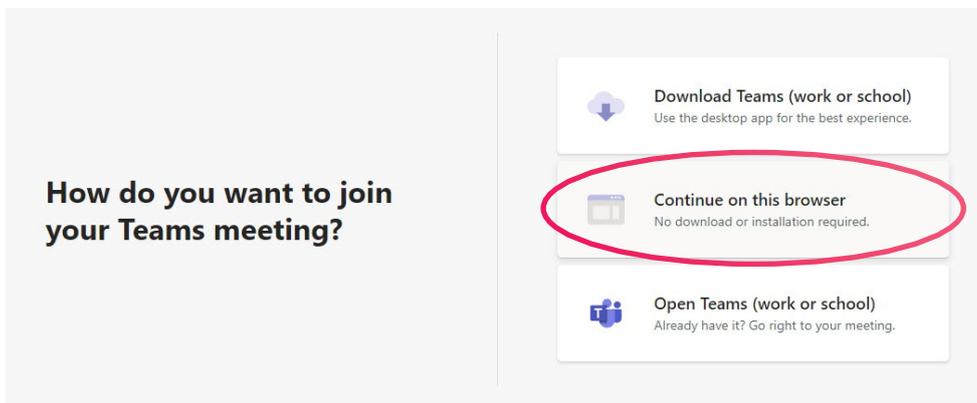
- Option 1** if you have previously downloaded the MS Teams App, the following screen will appear – click on the “Join now” button when you are ready to join the session.



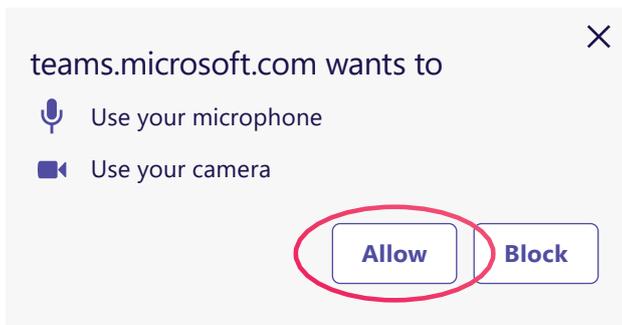
Or

Continues on next page

Option 2 If you have not downloaded the MS Teams App, the following options will appear. Click on "Continue on this browser" (see below)



Step 4 If asked, click 'Allow' to let MS Teams use your camera and microphone which is required for the session



Step 5 If asked, enter your name and press "Join Now" to commence your session