

# How to download Microsoft Teams on your device (free app)



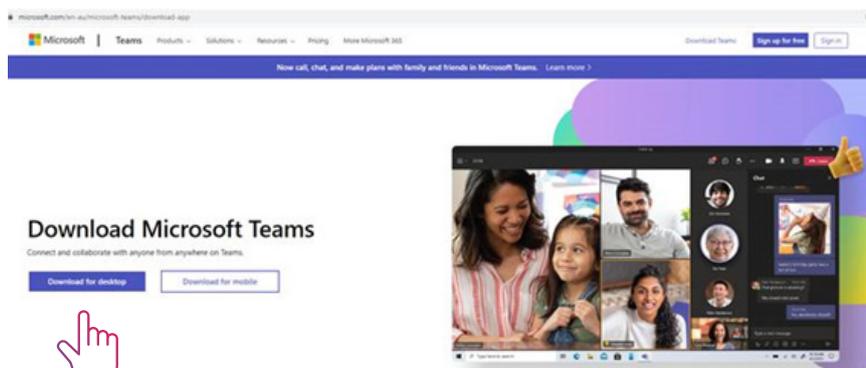
Step  
**1**

Go to the following website

<https://www.microsoft.com/en-au/microsoft-teams/download-app>

Step  
**2**

Click on the icon for either your desktop or mobile



Step  
**3a**

Installing on your Desktop

Click on the relevant icon

OR

## Download Microsoft Teams for Windows desktop



Teams for home or small business

Download for  
Windows 10

Download for  
Windows 11



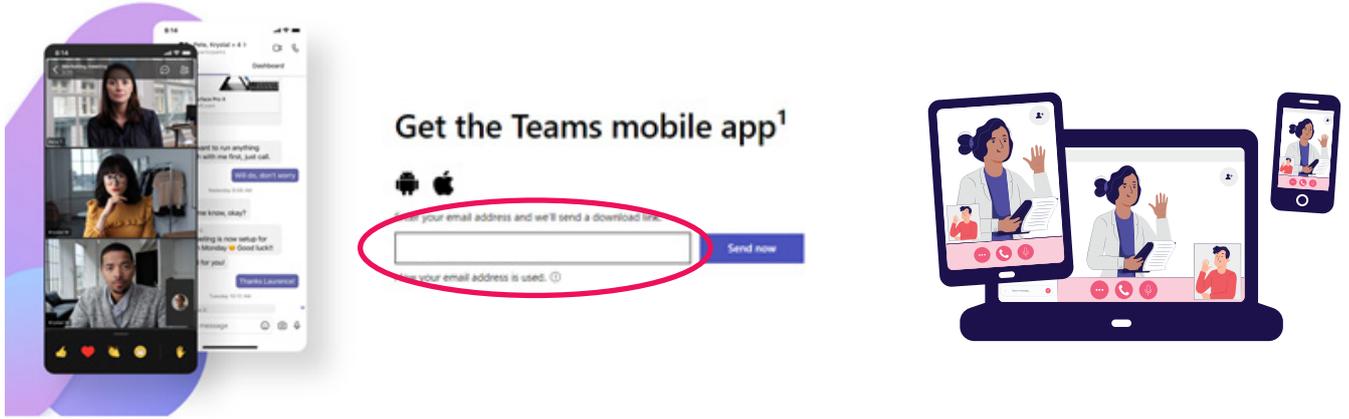
Teams for work or school

Download Teams

**Step  
3b**

**Installing on your Mobile (Android or Apple phone)**

Enter your email address in the text box provided and hit 'Send now'



**Step  
4**

**Complete Installation**

Follow the prompts to complete installation for your desktop (3a) or phone (3b)

**Step  
5**

**Joining an MStTeams session**

When a telepractice session is booked, we will send you an email with a link to the session. All you need to do is click on the link that states: 'Click here to join the meeting'

Hi customer  
Please see details regarding your appointment below:

Date:  
Time:  
Therapist:  
Appointment details:

Please click the link below when it is time to join the appointment.

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**Microsoft Teams meeting**

Join on your computer or mobile app

[Click here to join the meeting](#)

[Learn More | Meeting options](#)

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