

How to download Microsoft Teams

1. Visit <https://www.microsoft.com/en-ca/microsoft-365/microsoft-teams/download-app>. Choose the desktop or mobile download.
2. Follow the download instructions.
3. Once the app is downloaded, you should be able to click any Teams event link and join the event. When you click the event link, Teams should automatically open and take you to the event. You can also open Teams, go to the calendar, find the event (if you have been sent a calendar invite) and click Join.
4. When you open the app, you should get the following message (see screenshot below). Click “sign in and join”. Enter your Dalhousie email address (NetID@dal.ca) and Password to sign in.

Microsoft Teams



Meeting time!
How would you like to join?

Join as a guest

Sign in and join

Troubleshooting:

- If you can't sign in using your NetID and Password, please contact us. As a temporary measure, you can click “Join as a guest”.
- If you can sign in but can't join the event, close Teams and try again.
- If you join the event but end up in the “lobby” just sit tight; an organizer will let you in.

Contact sim@dal.ca with questions or issues.