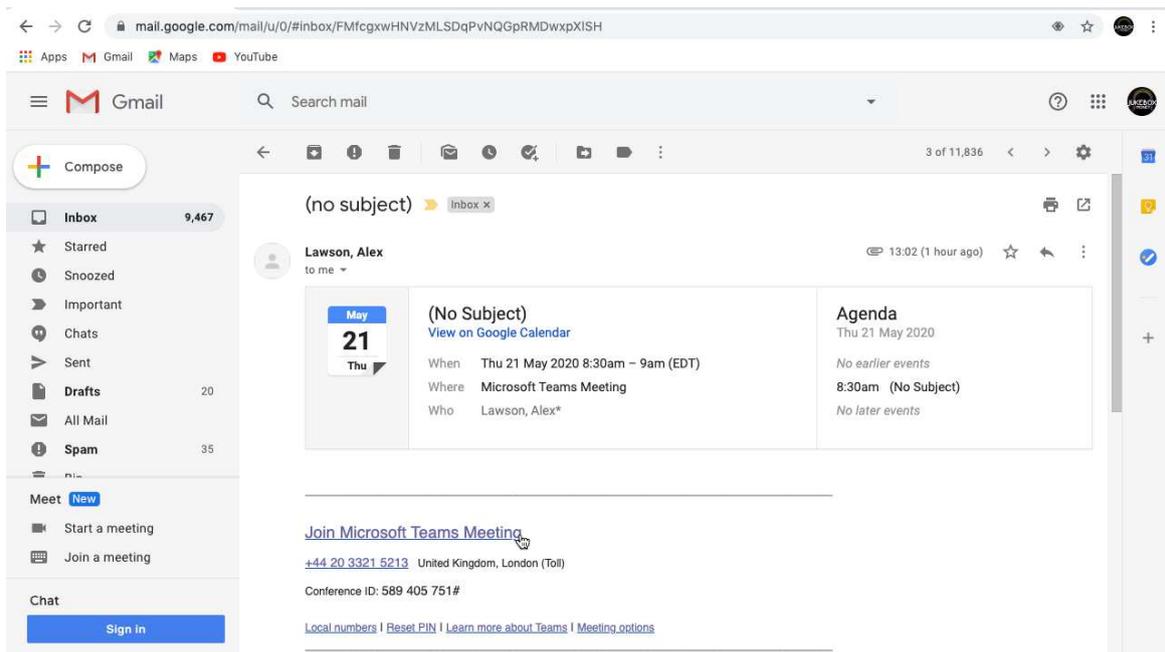
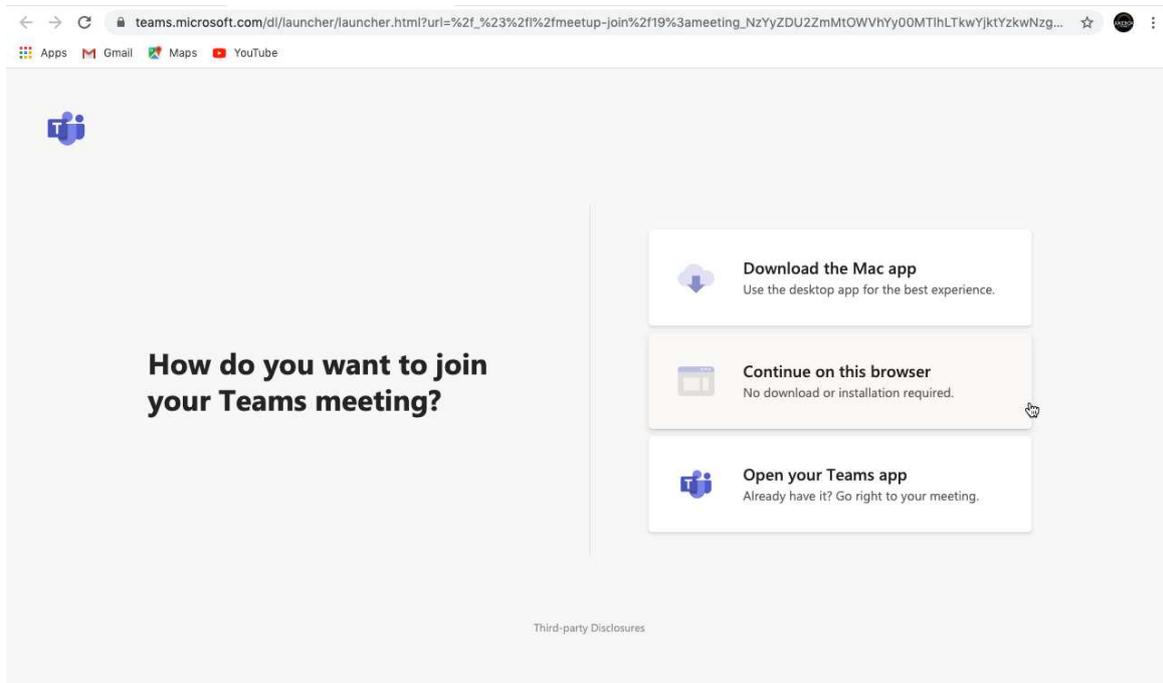


JOINING A MEETING AS AN EXTERNAL ATTENDEE ON YOUR PC

Step 1: From the email invite, click Join Microsoft Teams Meeting

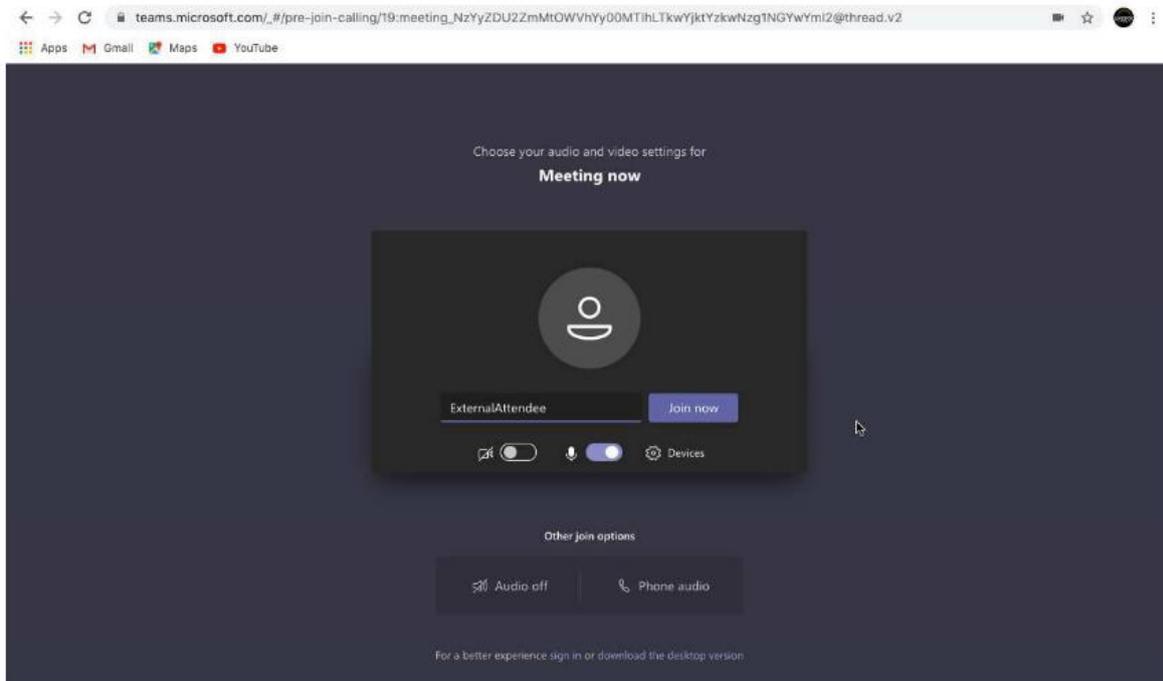


Step 2: Click Continue on this browser. This enables you to access the meeting without having to download an application.

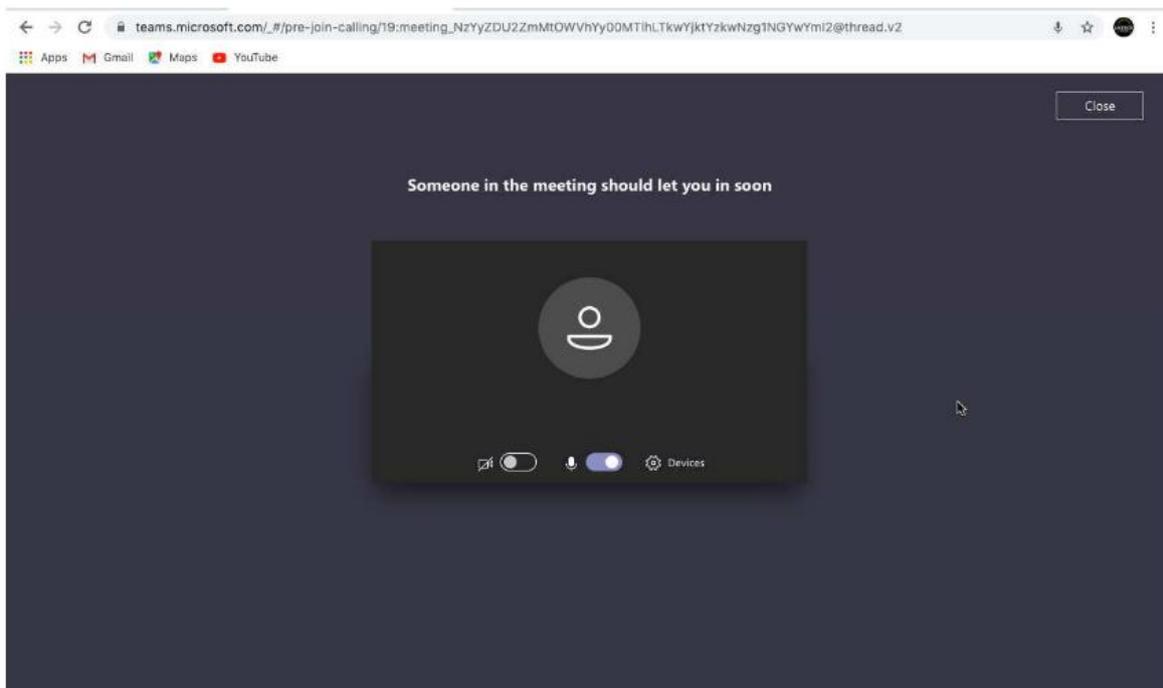


JOINING A MEETING AS AN EXTERNAL ATTENDEE ON YOUR PC

Step 3: Enter your display name for the meeting. You can join with your name or you can choose to remain anonymous. Click Join now.

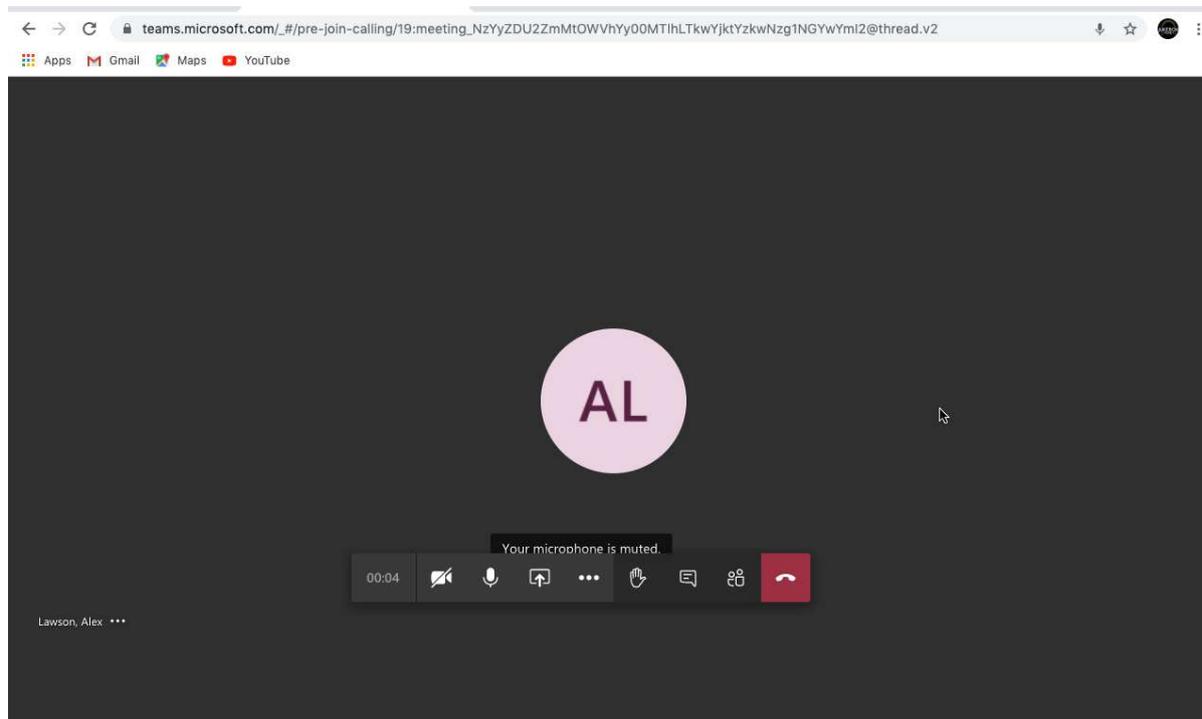


Step 4: Wait until you are accepted in to the meeting.



JOINING A MEETING AS AN EXTERNAL ATTENDEE ON YOUR PC

Step 5: Once accepted to the meeting please mute your microphone unless you would like to speak.



If you are joining from a mobile device or tablet please note the following

When using an iOS device (iPhone/iPad), Teams Meetings will not be compatible with the Safari browser. To access Teams Meetings from your iOS device, please install the Teams app from the [App Store](#).

When using an Android device (Mobile or Tablet), Teams Meetings will not be compatible when in Mobile View. To access Teams Meetings from your Android device download the Teams app from the [Play Store](#) or set your browser to Desktop Mode.