



Microsoft 365

Teams Installation (Students)



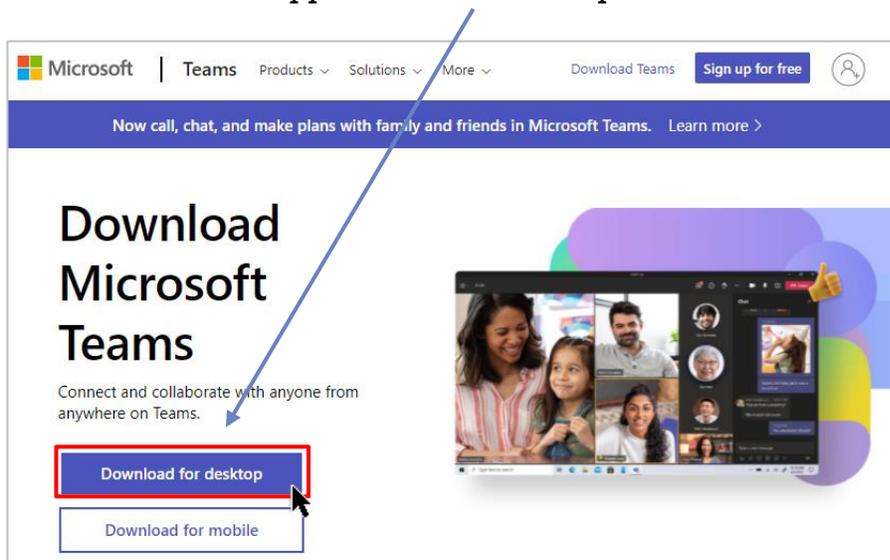
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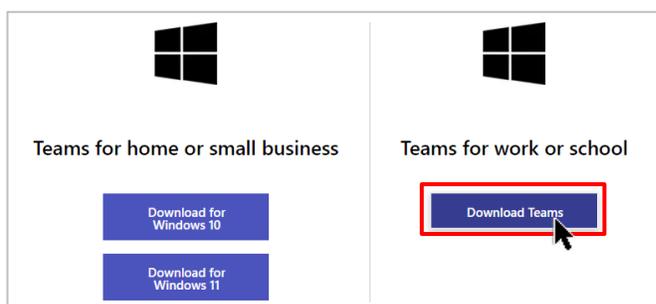
1.0 Computer Installation

1.1 Windows

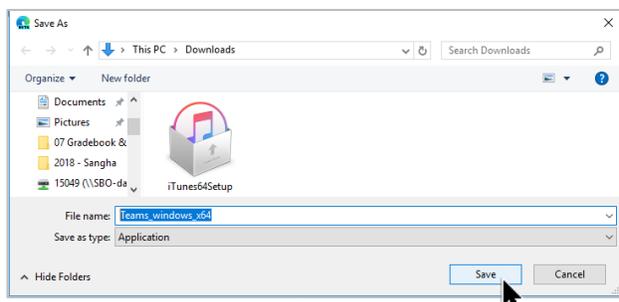
Go to <https://www.microsoft.com/en-ca/microsoft-teams/download-app>. Locate the link to download the application for desktop and click it.



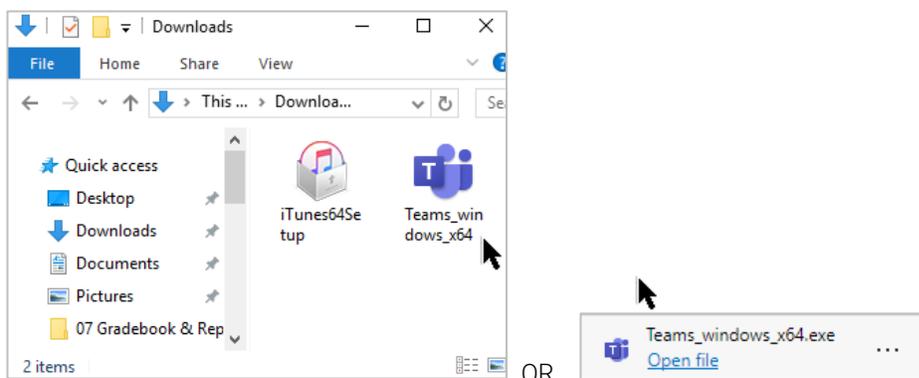
Click *Download Teams* within the work or school section of the page.



The application will automatically download. If prompted to save, choose a location and click Save.



Once the download is complete, navigate to the save location or click the link that appears within the Downloads area of your web browser. Launch the installation file.



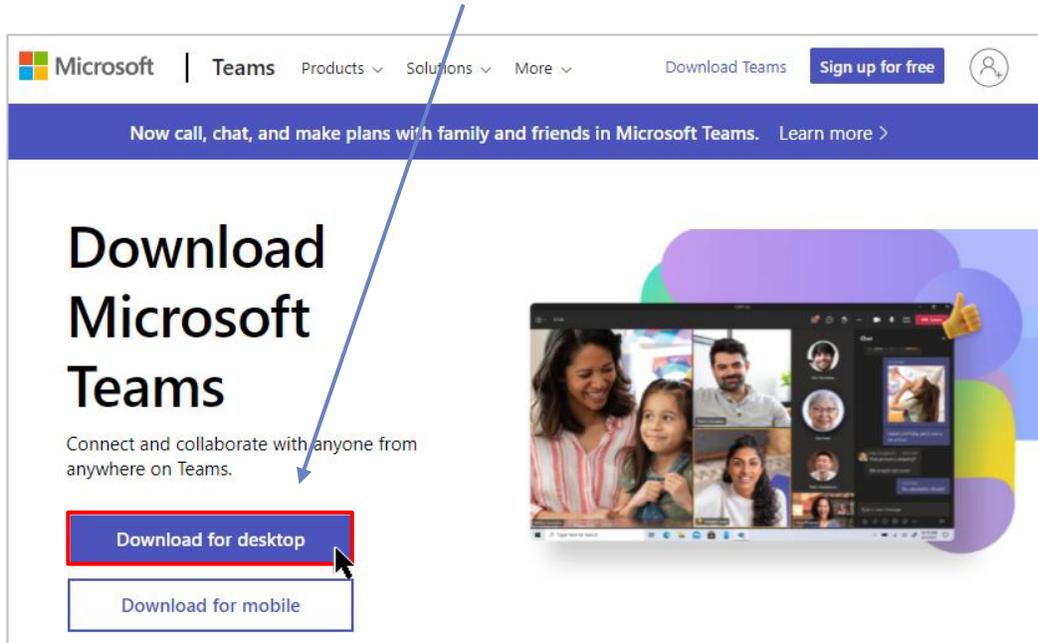
The Teams application will begin to install. Once installed, you may be prompted to login. As with your initial login online, use your "student login ID@sd44.ca" (e.g. 945321s@sd44.ca) and your District password. Click *Sign in*.



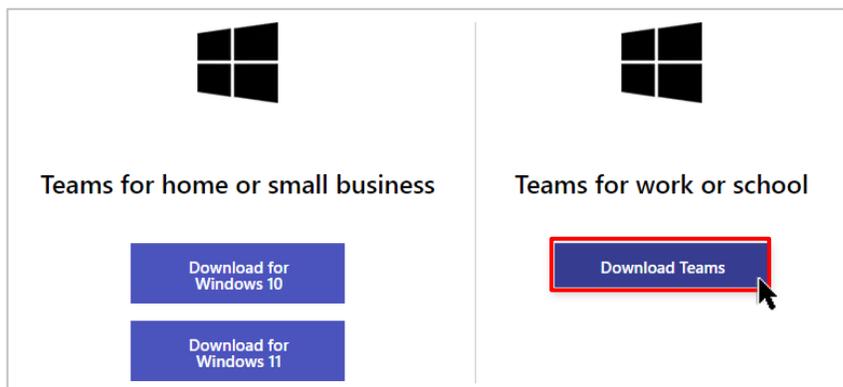
Once installed and logged in, Teams will open. It should appear very similar to the online version with a few enhanced functionalities.

1.2 Mac

Go to <https://www.microsoft.com/en-ca/microsoft-teams/download-app>. Locate the link to download the application for desktop and click it.



Click *Download Teams* within the work or school section of the page.



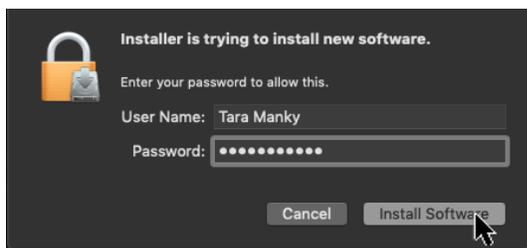
Once the download is complete, navigate to the save location or click the link that appears within your web browser and launch the installation file.



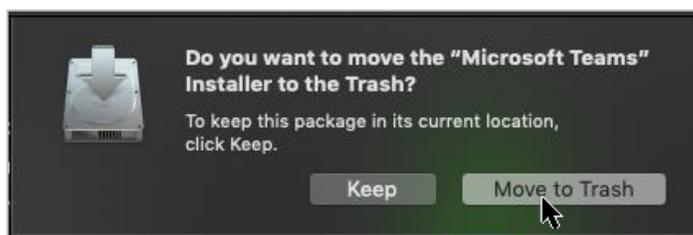
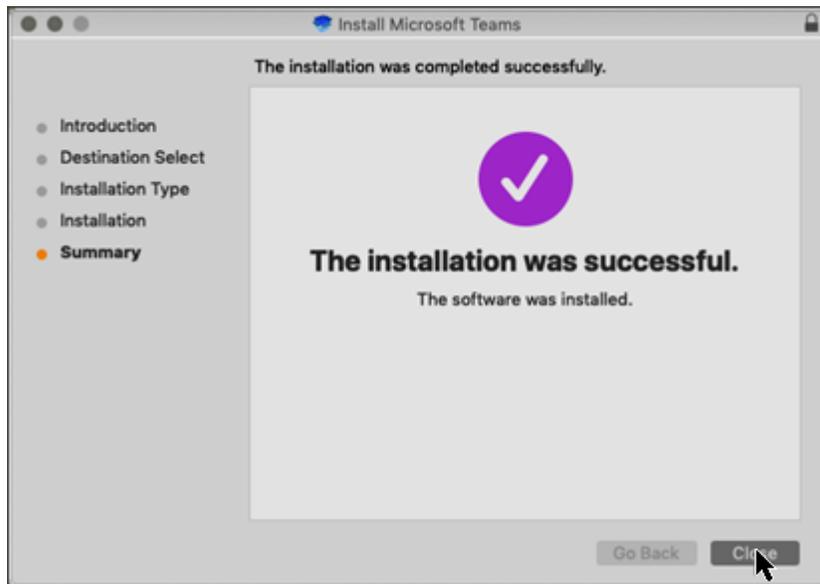
The Teams application will begin to install. Click *Continue* and *Install* to proceed.



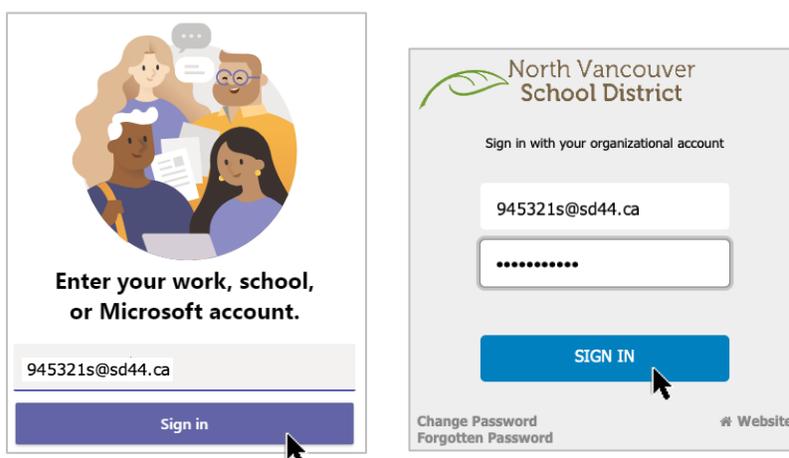
You may be prompted for your district password. Enter it and click *Install Software*.



Click *Close*. If prompted, click *Move to Trash*.



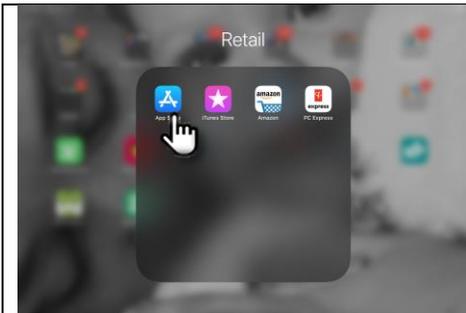
Once installed, you may be prompted to login. As with your initial login online, use your "student login ID@sd44.ca" (e.g. 945321s@sd44.ca) and your District password. Click *Sign in*.



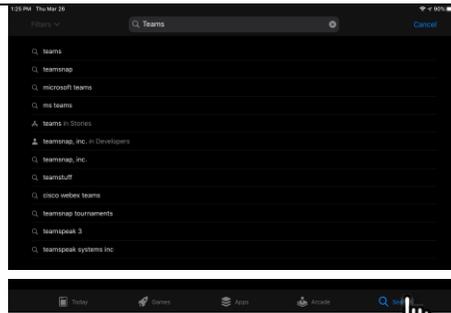
Once installed and logged in, Teams will open. It should appear very similar to the online version with a few enhanced functionalities.

2.0 Mobile Installation

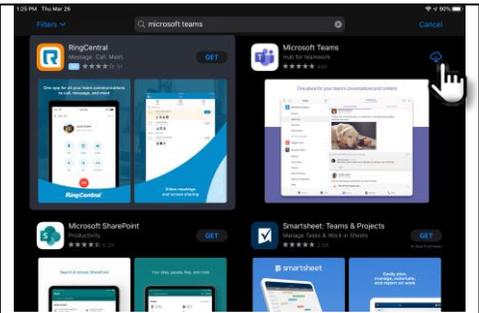
2.1 iPad



Tap the App Store.



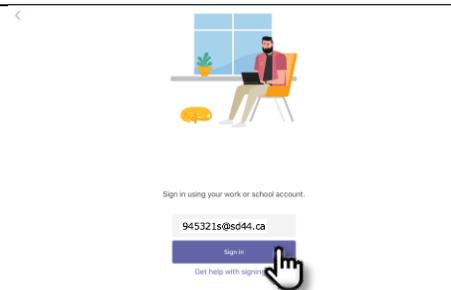
Search for Teams.



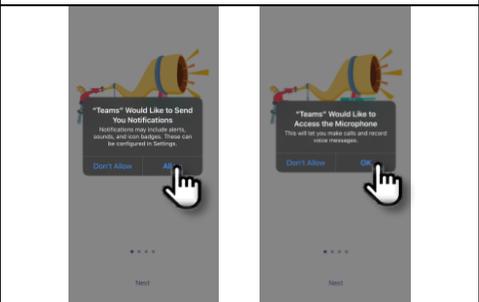
Tap Free or the download icon.



Wait for download to complete. Locate the app and tap Teams.

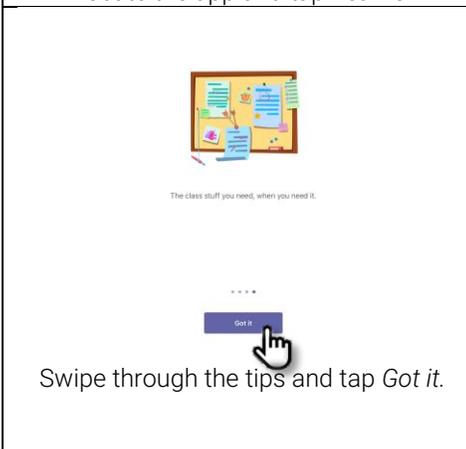


Sign in using your District login (student login ID@sd44.ca) and password.

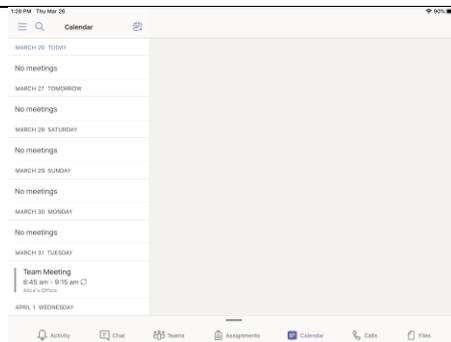


Tap Allow.

Tap OK.

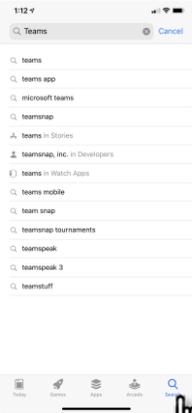
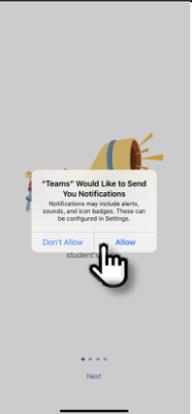
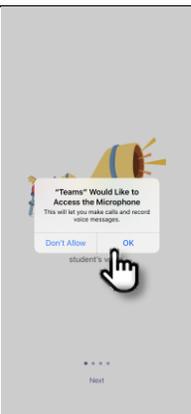
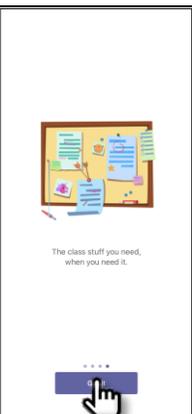


Swipe through the tips and tap Got it.



The Teams app will load and you should have access to all Teams, Chats and Calendar events.

2.2 iPhone

 <p>Open the App Store.</p>	 <p>Search for <i>Teams</i>.</p>	 <p>Tap <i>Free</i> or the download icon.</p>	 <p>Wait for download to complete.</p>
 <p>Locate the app and tap <i>Teams</i>.</p>	 <p>Enter your district login and tap <i>Sign in</i>.</p>	 <p>Enter your District password and tap <i>Sign in</i>.</p>	 <p>Tap <i>Allow</i>.</p>
 <p>Tap <i>OK</i>.</p>	 <p>Swipe through the tips and tap <i>Got it</i>.</p>	<p>The Teams app will load and you should have access to all Teams, Chats and Calendar events.</p> <p>For access to more complex tasks within Teams, use the app on a desktop workstation or an iPad.</p>	