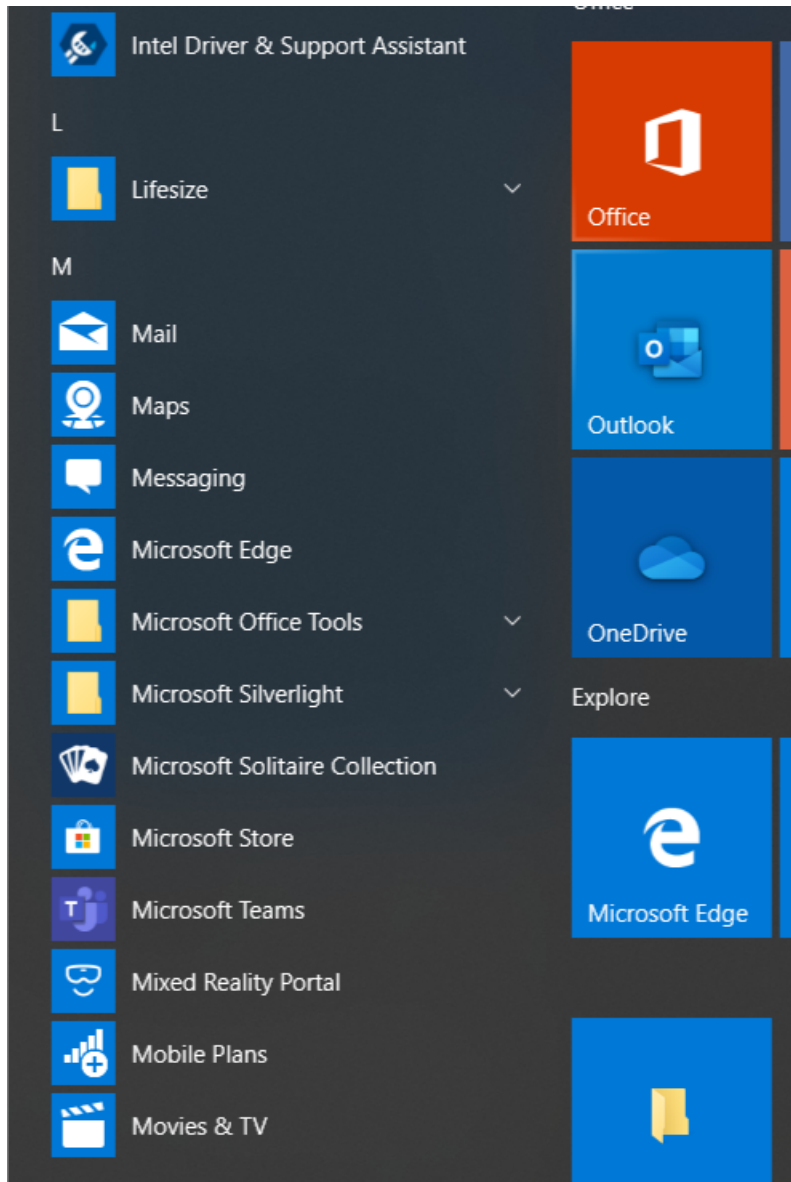


First of all, search your computer for the “teams” app:



If you don't see it, login to spartan365.msu.edu and download it from the available apps.

You can use Teams from here, or download it using the instructions below:

Download Microsoft Teams

1. Within Teams online, click on your **profile picture** or **icon**(most likely in the upper right corner of the screen).
2. Select the option to **download** the desired application.

3. Alternatively, you can visit <http://teams.microsoft.com/downloads>.

