

How to Download Microsoft Teams to Desktop

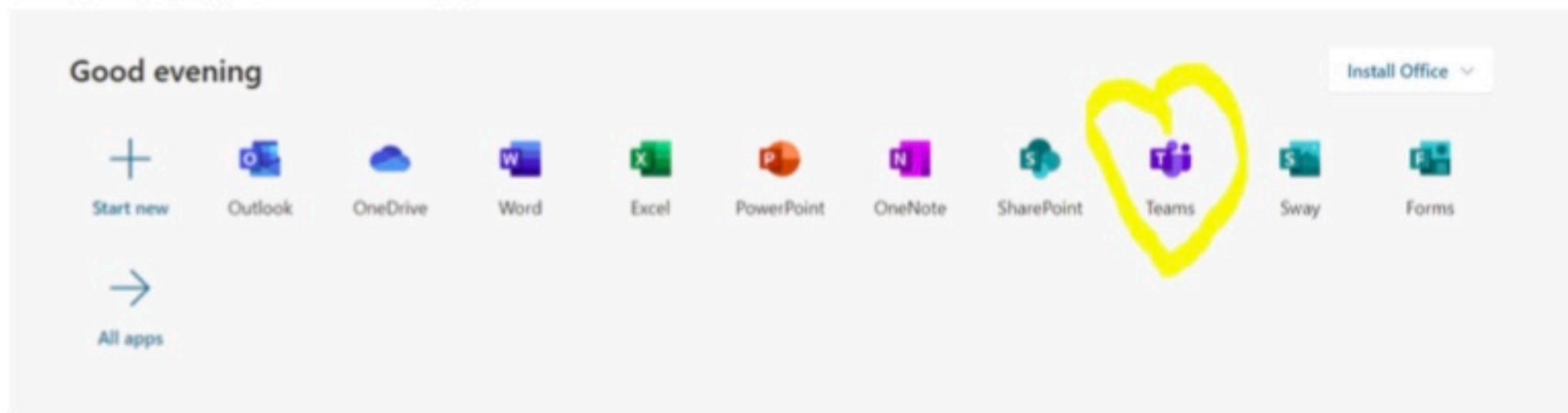
♥ In Clever, select the Office 365 app,



Office365

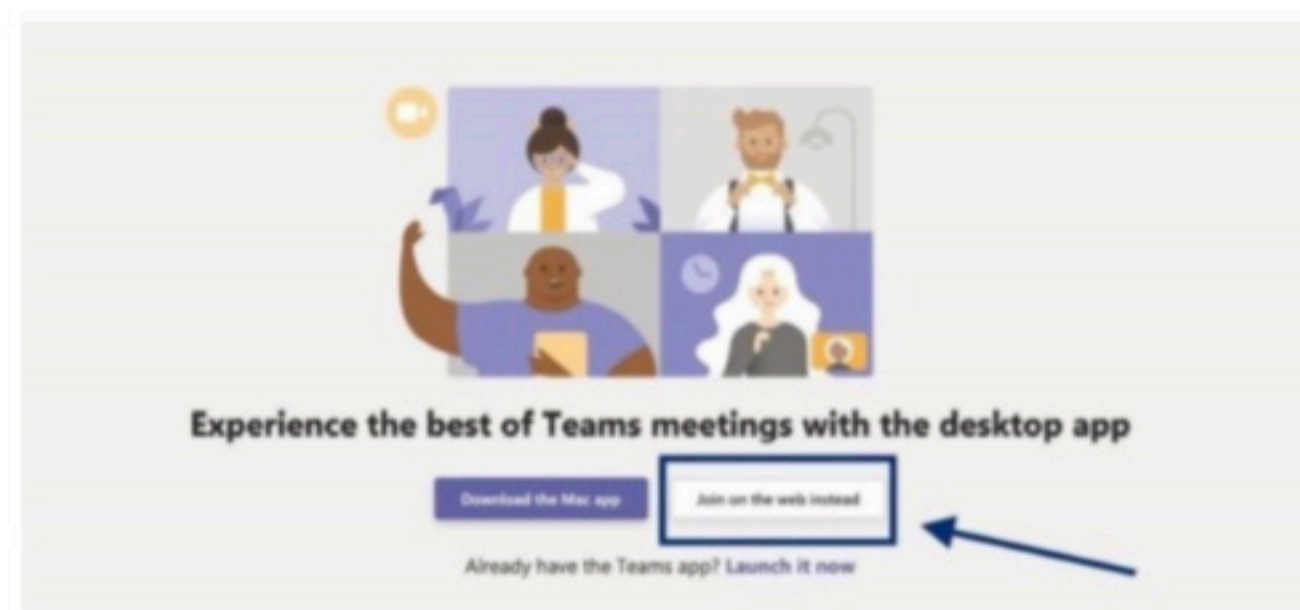
DISTRICT

♥ Then select TEAMS.

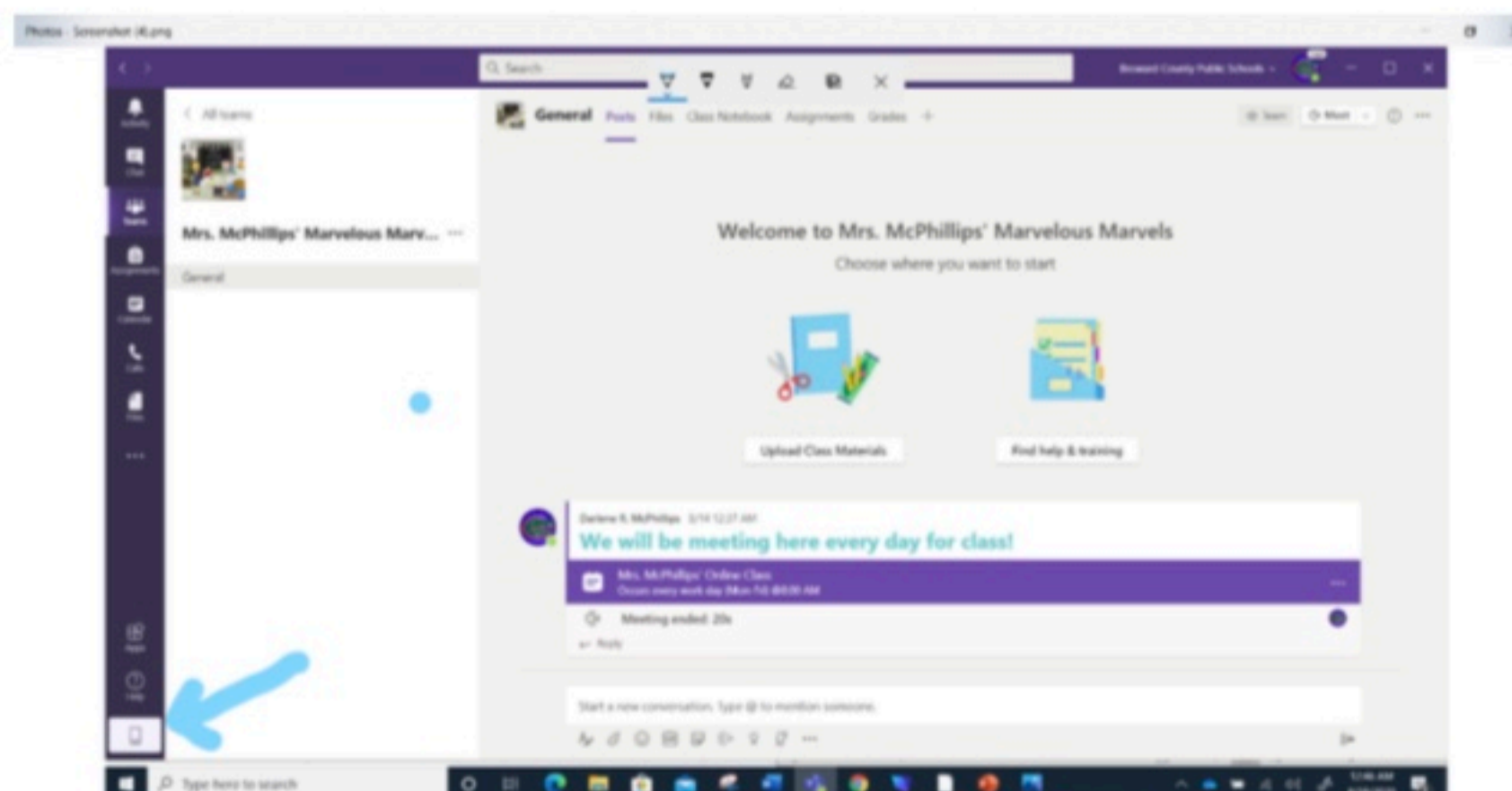


♥ Teams will open.

- Click JOIN ON THE WEB



♥ Once Teams opens, look on the **bottom left side**. Click on the icon to download. Your icon will be a computer monitor icon.



- ♥ Open the file that downloaded to install TEAMS. It will complete the installation and then open the TEAMS app on the desktop.
- ♥ Now, run the update from the desktop app. Click on the circle with your child's initials on the upper right corner and select "check for updates."

