

Microsoft Teams Setup

Installing Microsoft Teams

Note: Microsoft Teams is installed on all School of Dentistry workstations and laptops. If it is not installed on your machine, please follow the steps below. If it is already installed, please skip to [Setting up Microsoft Teams \(Desktop or Laptop\)](#)

There are three ways to access Microsoft Teams:

- Desktop or Laptop
- Web Browser
- Mobile App

Desktop or Laptop

1. Navigate to <https://teams.microsoft.com/downloads>
2. Select **Download Teams** under 'Teams for work or school'
3. Click on the downloaded file to run the setup.
4. Follow the prompts for installation.

Web Browser

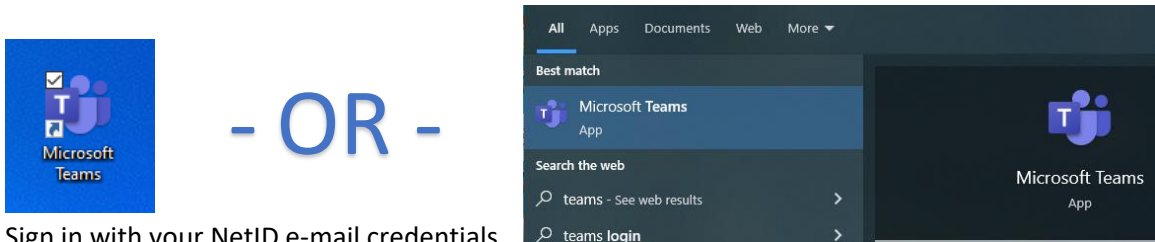
1. Navigate to <https://teams.microsoft.com/>
2. Sign in with your UW NetID e-mail credentials.
3. Select 'Work or school account' when prompted.
4. If prompted, select "Use Web Browser" to proceed.

Mobile App

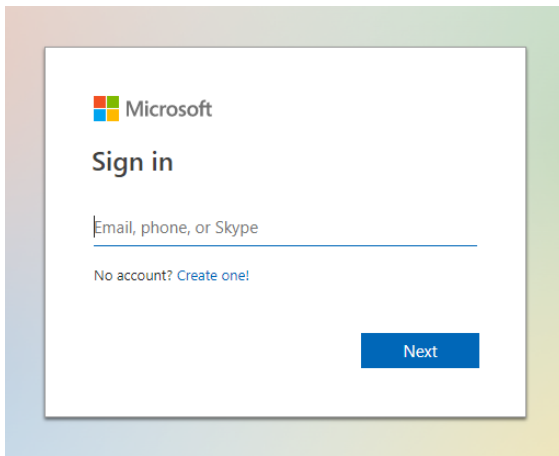
1. In the Apple iOS Store or Google Play Store, search for 'Microsoft Teams'
2. Download and launch the app
3. Login with your UW NetID e-mail credentials to sign in.

Setting up Microsoft Teams (Desktop or Laptop)

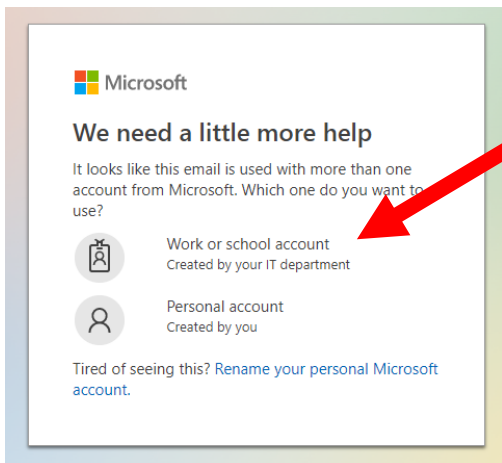
1. Launch Microsoft Teams either from the Start Menu or Desktop.



2. Sign in with your NetID e-mail credentials.



3. Choose 'Work or school account'



4. Microsoft Teams will then load up.

Questions?

If you have any questions or concerns please feel free to contact us at:
E-mail: sodit@uw.edu | Phone: 206-616-3591 | Website: support.dental.uw.edu