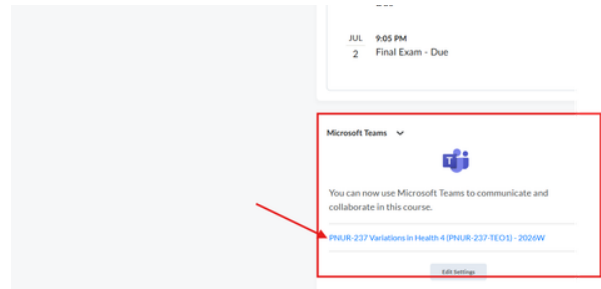


Microsoft Teams Student Guide

Microsoft Teams is a platform for delivery online courses at CMTN.

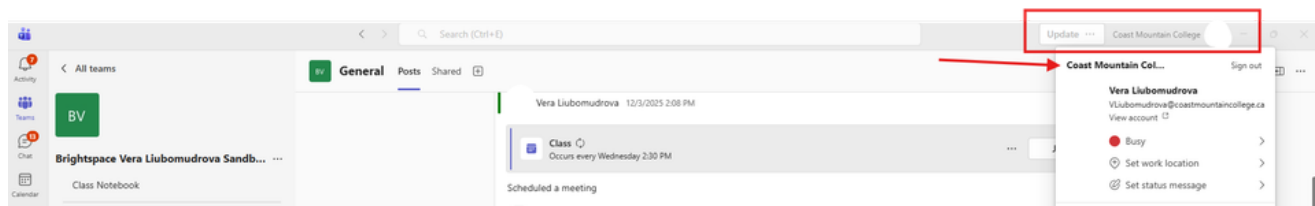
1 Locate the Teams widget in your course

On your **Course Homepage** in Brightspace, scroll down to find the **Teams widget** in the right column, below the Calendar.



2 Access you class Team

Click the class link. When Teams opens, make sure you see your **college account** in the top right corner. Sign in with your college email and password to join the online class.



3 Join your online class

Click the **Join** button on the post with the scheduled class, or join the live session if it has already started.

