# **KCS@HOME • TECHNICAL TOOLS AND RESOURCES**

# GETTING STARTED WITH MICROSOFT TEAMS FOR STUDENTS



Here you will find instructions on how to navigate Microsoft Office Teams.

If you are brand new to Microsoft Teams, you should watch this <u>overview of Teams video(Open</u> <u>external link)</u>.

# How to Get Started

- 1. Visit https://teams.microsoft.com
- 2. At the Sign in Screen, enter your login ID. This will be S + Your Student ID + @student.knoxschools.org. (E.g. S1234567@student.knoxschools.org)
- 3. Enter your unique password at the Enter Password screen.
- 4. If your information was correct, you are now logged into Microsoft Teams!

### How to Join a Teams Meeting

Click here for a video on how to join a Teams meeting.

#### **Microsoft Teams Help Center**

Please visit the <u>Student Help Center</u> to view information from Microsoft around using Microsoft Teams.

We also have a <u>Microsoft Teams Quick Start Guide</u> available for quick reference. Finally, we have <u>staff frequently asked questions</u> available with your Google Login.