

Microsoft Teams for Education Landing Page

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Overview

Microsoft Teams for Education is a suite of online collaboration tools that brings together instant messaging, threaded conversations, meetings, audio and video chat, desktop and file sharing, and more to support remote work and learning. It contains teams tailored for classes, staff, professional learning communities or other groups on campus. Clubs, organizations, and even study groups can create their own team to collaborate online.

Benefits and Key Features

- Text chat one-on-one with other users, or in small break-out groups
- Make audio or video calls with other users
- Invite external (guest) users to be part of your Team
- Facilitate remote classes with other users and record video
- Use its full integrations with other Office 365 apps including [OneDrive](#), [SharePoint](#), [OneNote](#), and [Planner](#).
- Organize your team's work, files and key resources using channels
- Connect your Team to third-party apps such as [Google Drive](#), [SurveyMonkey](#), [Twitter](#), [Trello](#), [GitHub](#) and [JIRA](#)

How to Obtain

Microsoft Teams is available to MIT students, faculty, staff and affiliates as part of [Microsoft Office 365](#) .

- [Microsoft Teams - Office 365 Web Portal](#)
- [iOS from the Apple Store](#)
- [Android from the Google Play Store](#)

How to Use

Getting Started

- [Microsoft Teams for Education Logging In](#)
- [Teams Quick Guide](#)
- [Learn about Teams and Channels](#)

Setting up a Team

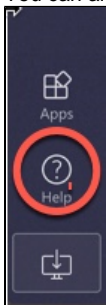
- [How to Create a Microsoft Team](#)
- [Team Owner, Member and Guest Capabilities](#)
- [Create a Team from Scratch](#)
- [Creating and Managing Teams](#)

Schedule a Meeting

- You can schedule a meeting in two ways
- Your calendar in Teams is connected to your Exchange calendar
- Schedule meeting from Outlook

Additional Training

- [Teams Training Videos](#)
- You can also access more training and help from within Teams. Click **Help** on the bottom left, then browse the tabs or search for a topic.



Troubleshooting and FAQ's

- [Microsoft's Teams Help](#)

See Also

- [Microsoft 365 \(Formerly O365\) Landing Page](#)
- [MIT OneDrive Landing Page](#)
- [IS&T Microsoft Teams for Education page](#)

Have Questions or Still Need Help?

- Contact the [IS&T Service Desk](#) for assistance.