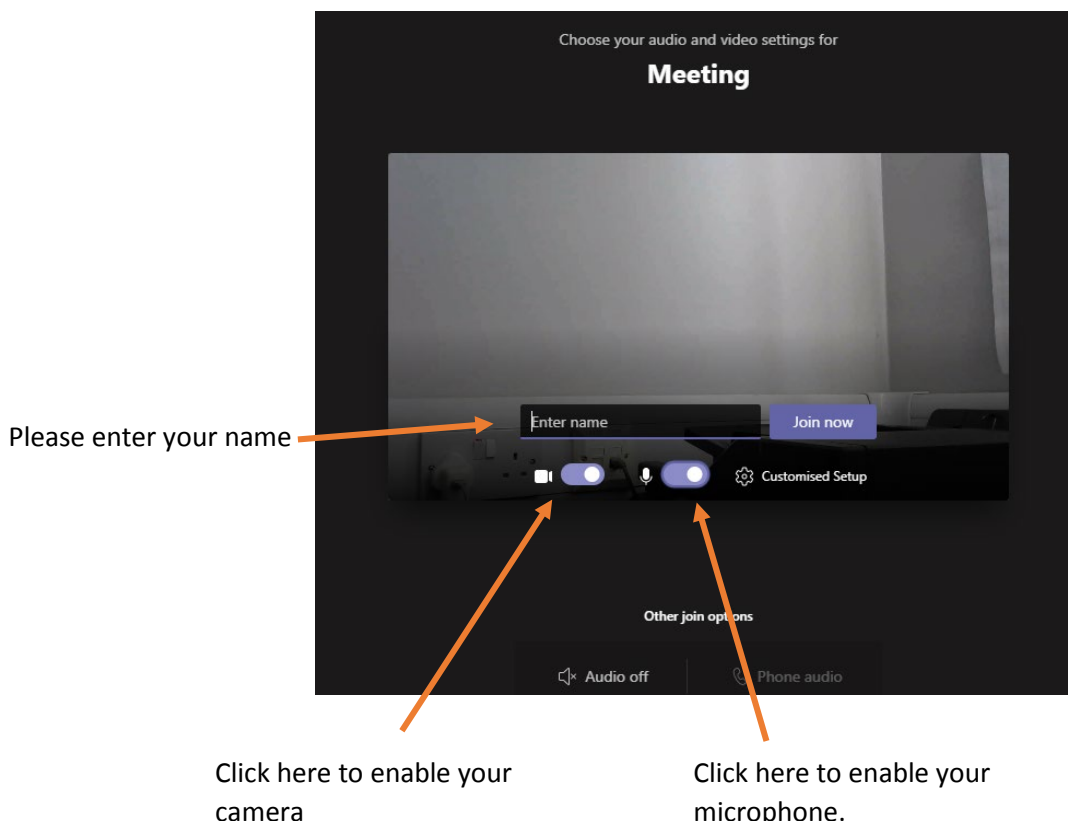
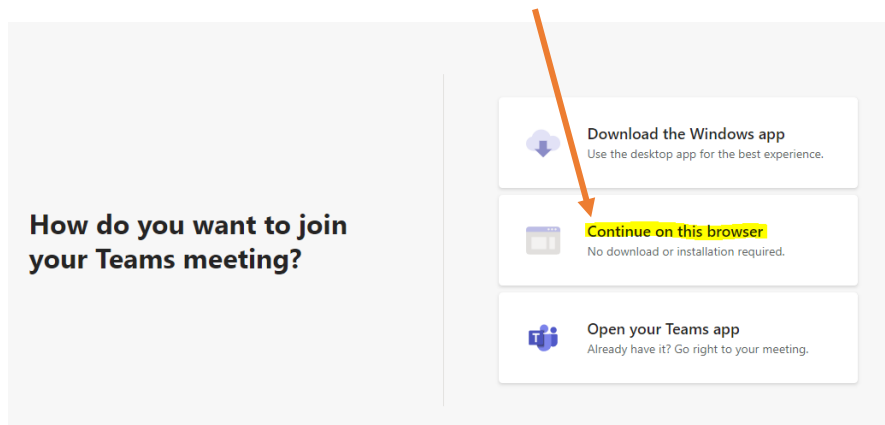


How do I connect to my Microsoft Teams meeting?

Please check your email account to see if you have received an email from Dormston school. The email will contain an address/link for you to click and Join the Team meeting. If you have not received an email, please email info@dormston.dudley.sch.uk

How do I join the meeting using a computer/laptop?

When you have clicked the Teams meeting address in your email, you will be prompted “How do you want to join your Teams meeting? Please select “Continue on this browser”.

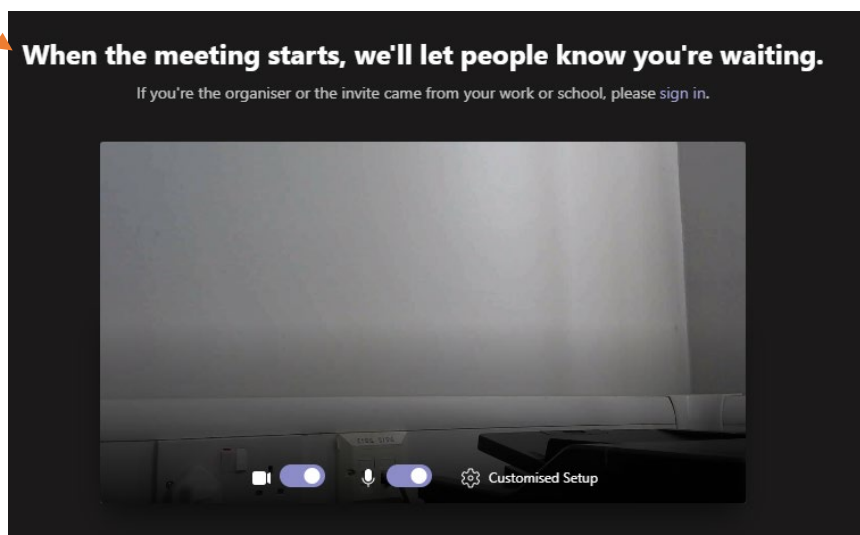


Please enter your name

Click here to enable your camera

Click here to enable your microphone.

Please wait for the organiser (the tutor) to accept you in the meeting.



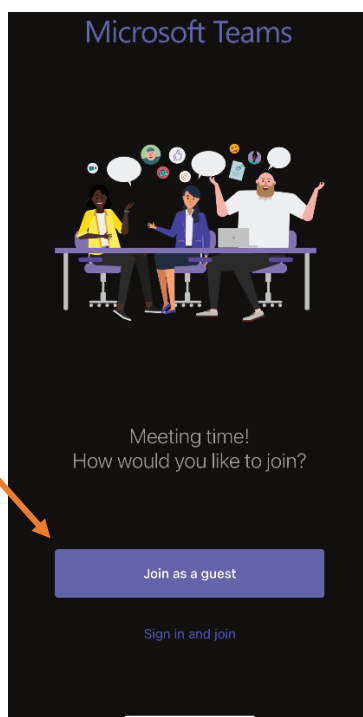
How do I join the meeting using a Mobile/Tablet?

Please download the Microsoft Teams app from the [App Store \(for iPad/iPhone\)](#) or [Play Store \(Android\)](#)

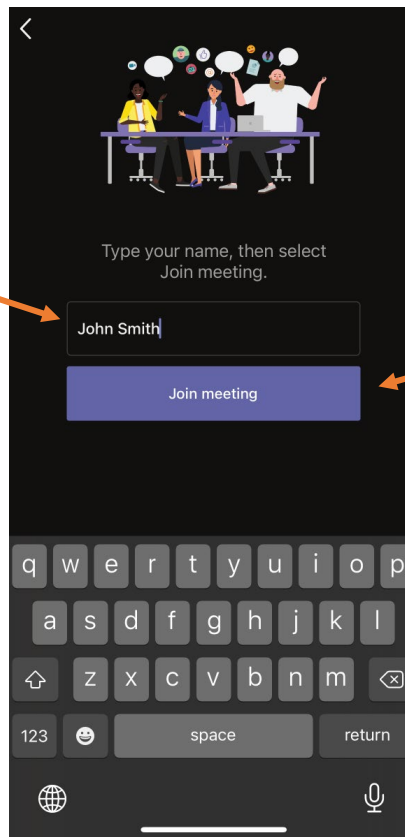
Please click the address for the Team meeting in the email.

The Microsoft Teams app should open and ask "How would you like to Join?"

Please select
Join as a Guest



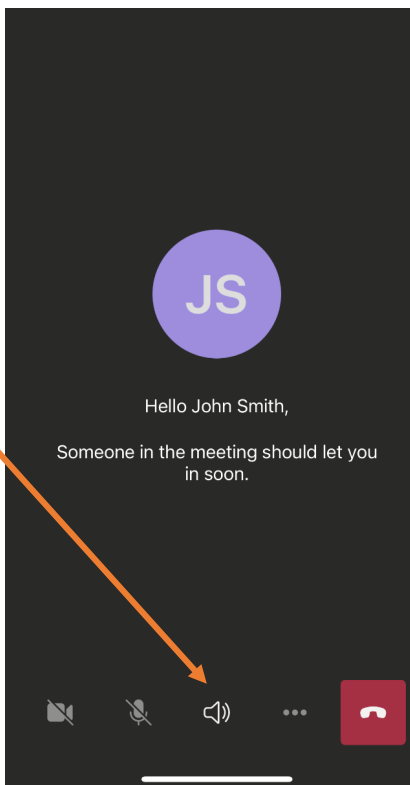
Please enter your name



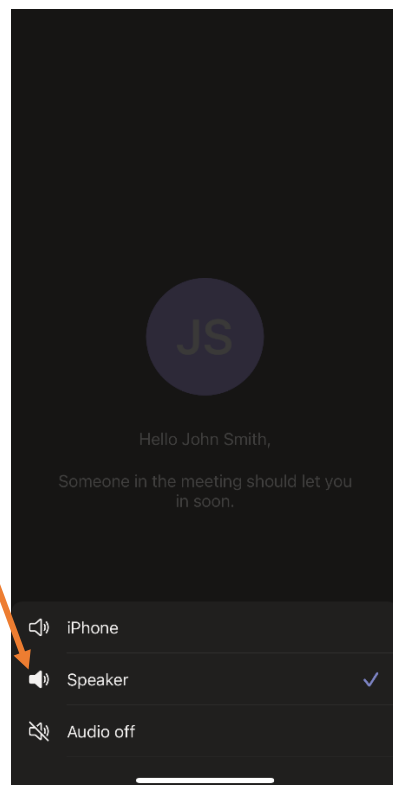
Click Join Meeting



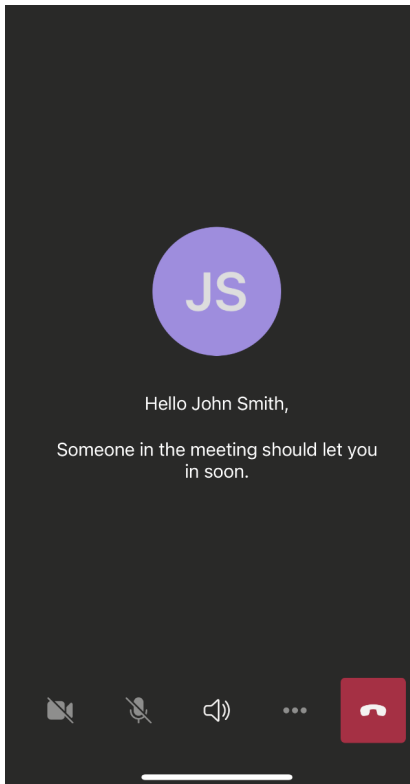
Please select speaker icon



Tick Speaker

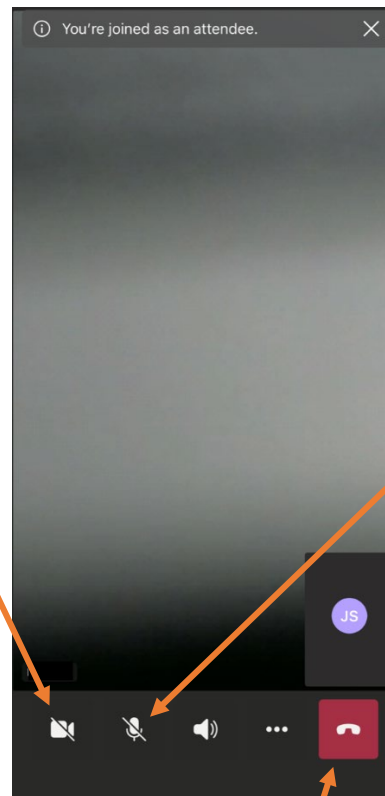


Please wait for the organiser
(the tutor) to accept you in
the meeting.



Click here to
enable your
camera

Click here to
enable your
microphone



Click the red
handset to
leave the
meeting