

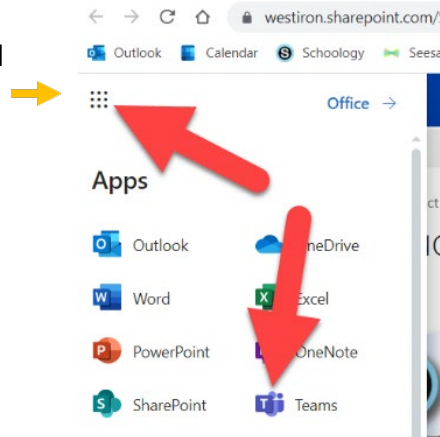
## Microsoft Teams: Student Sign-in Directions

**Step 1:** From your computer desktop, click on the Microsoft Teams icon →



or

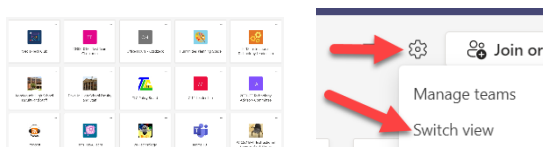
for the online version, access Teams from the school intranet page (<https://westiron.sharepoint.com/>) →



**Step 2:** Once Teams opens, click on the side bar and select "Teams."

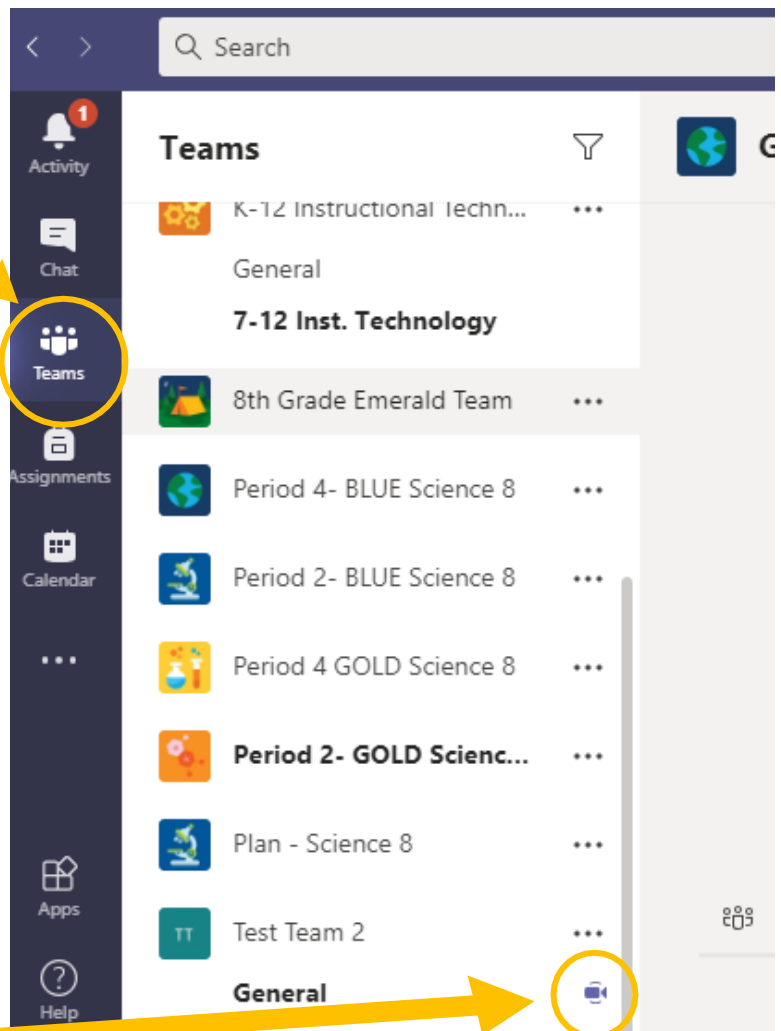
**Step 3:** All of your classes will appear here.

You may have a grid view that does not show the camera icon.

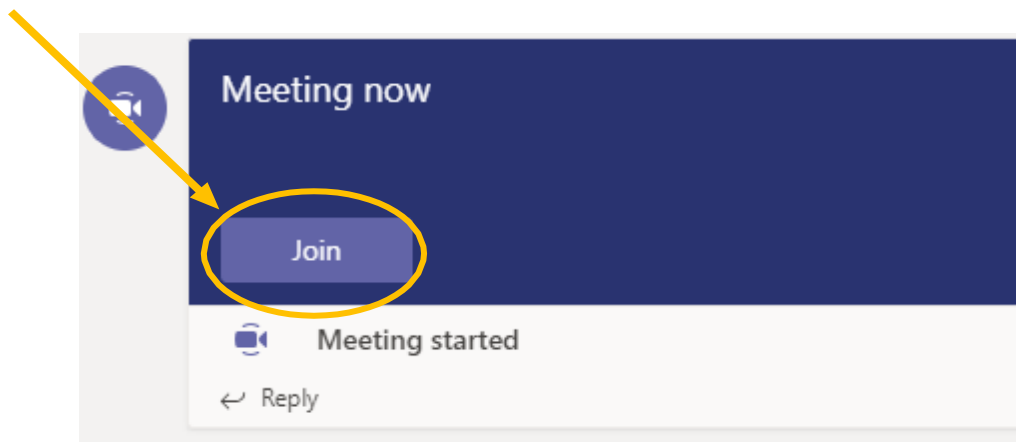


You can switch the view under the gear icon or enter the class when it is time to meet.

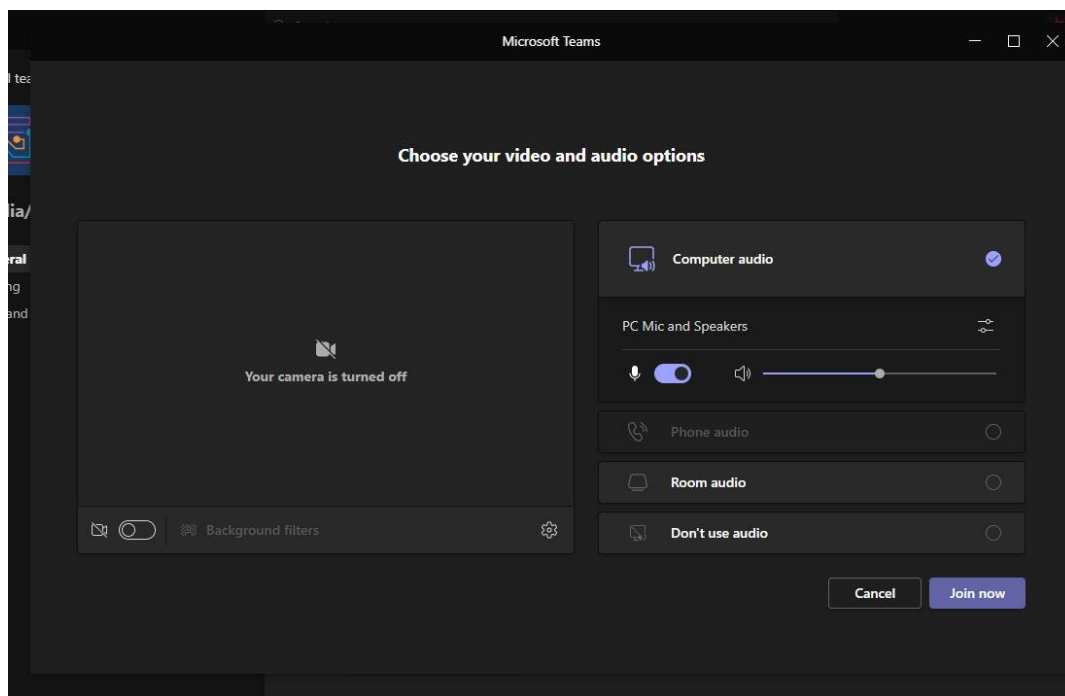
**When your class is meeting**, you will see a camera icon indicating that there is a meeting in session here and inside the team.



**Step 4:** Click the purple Join button.



**Step 5:** Check settings and join. The teacher will let you in from the lobby soon after joining.



**Tip:** When able, to assure you have the newest version, feel free to update the desktop version of Teams from time to time.

More help with Teams and other WICSD tech products can be found at our student and parent tech knowledgebase at <https://wicsd.tech/>

