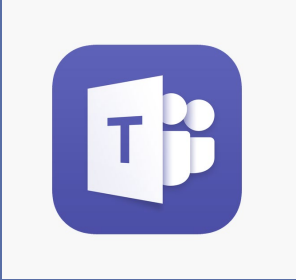




# Collaborating in & out of the Classroom with Microsoft Teams



**What is it?**

**How do I get it?**

**Why would I use it?**

# What is Microsoft Teams?

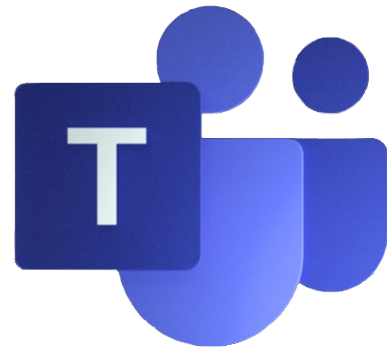


- “Microsoft Teams is a digital hub that brings conversations, meetings, files and apps together in a single experience in Office 365”
- Collaboration

# How do I get Microsoft Teams?

Part of CSU's suite of Office products.

- Desktop
- Browser
- Mobile



# Why use Microsoft Teams



Live Collaborative File Editing

Video, Audio, & Chat meetings

Documenting Process

Engaging

# Getting Started



The Interface:

Teams

Channels

Tabs

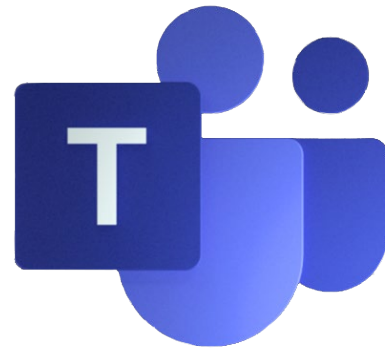
# Moving Forward

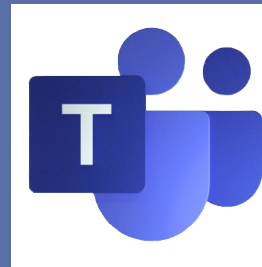
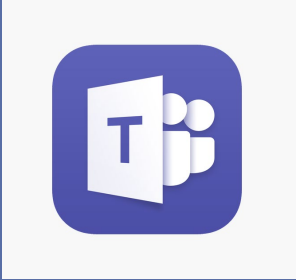
Creating a Team

Adding Channels

Adding Tabs

Working with Content





## Resources:

[Teams Interactive Demo](#)

[IS&T Teams Information](#)

[Use Cases for Teams in Higher Ed](#)

[Microsoft's Teams in Higher Ed Page](#)

[University of New South Wales Case Study Summary](#)

[Microsoft's Hour-long Course on Teams in Higher Ed](#)