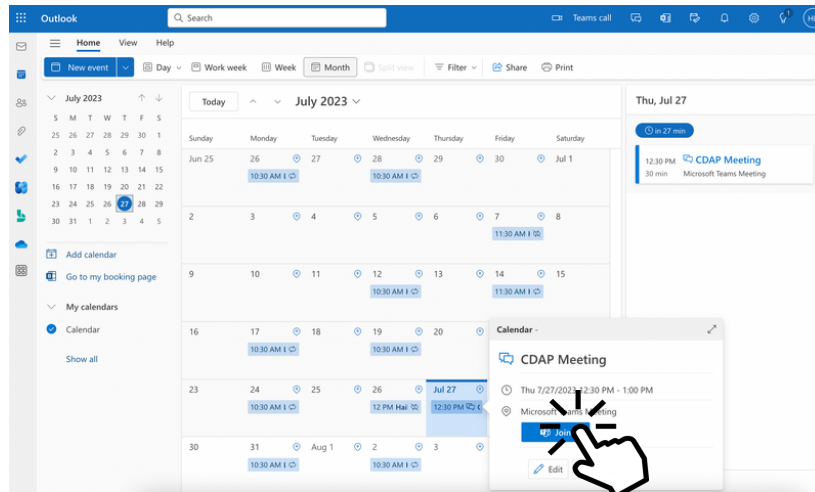
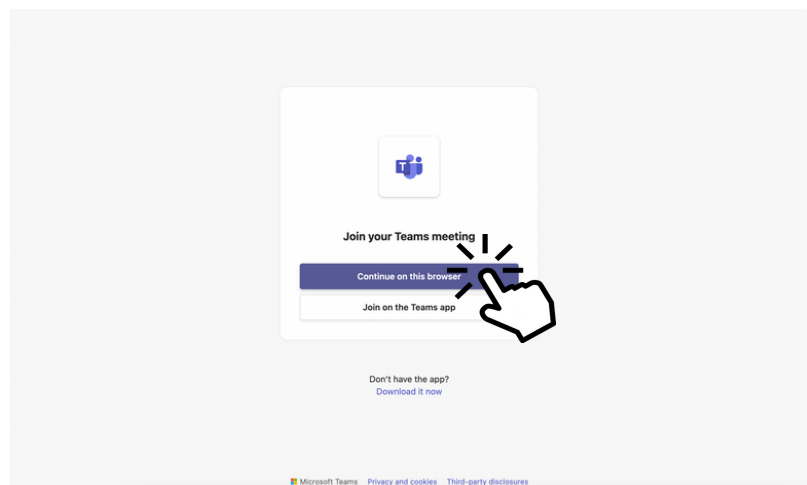


HOW TO JOIN A MICROSOFT TEAMS MEETING AND SHARE SCREEN

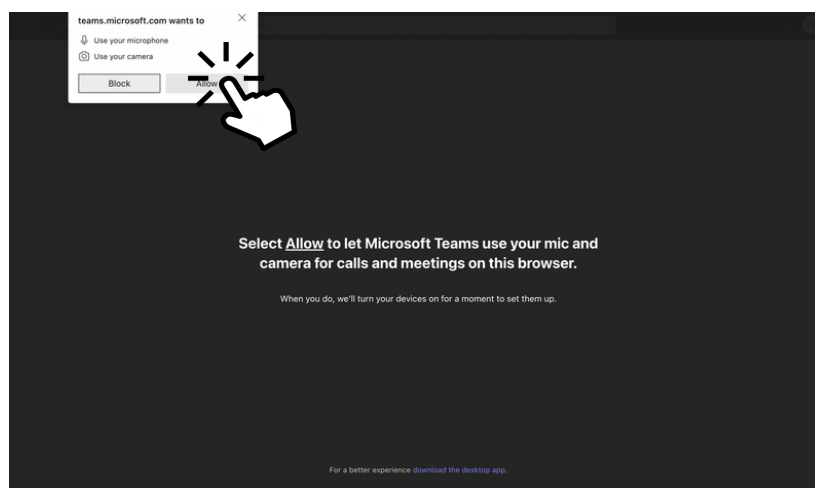
Navigate to the Teams meeting that you're joining. Click on the meeting, then click the blue "Join" button.



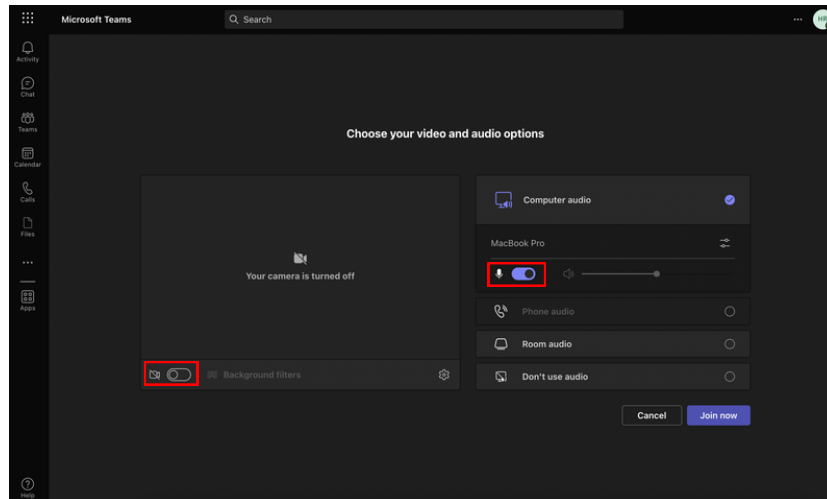
Click "Continue on this browser"



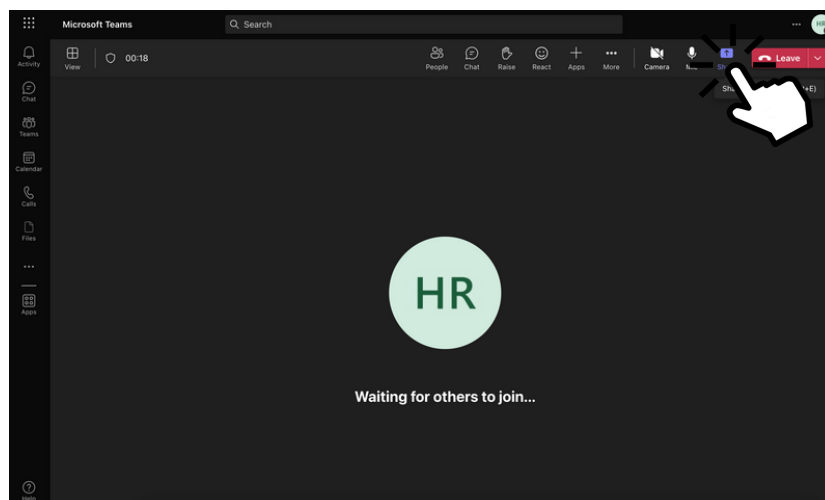
Select "Allow" to let Teams access your microphone and camera



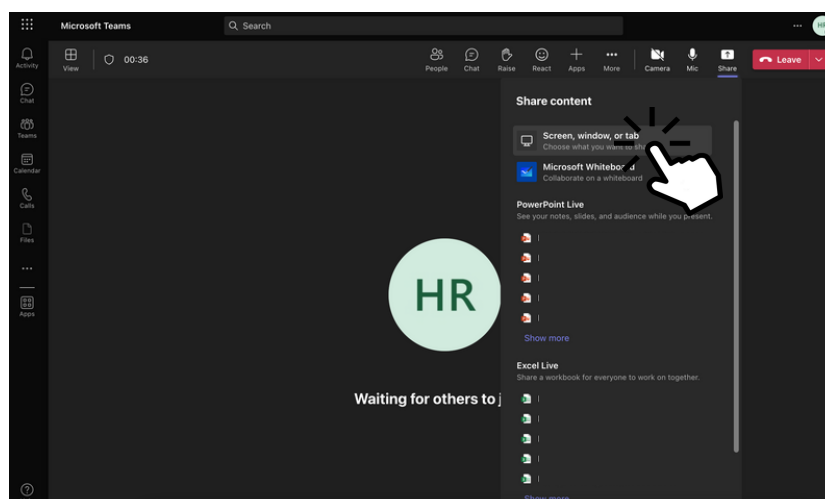
Turn on your microphone and camera, if desired,
before joining the meeting

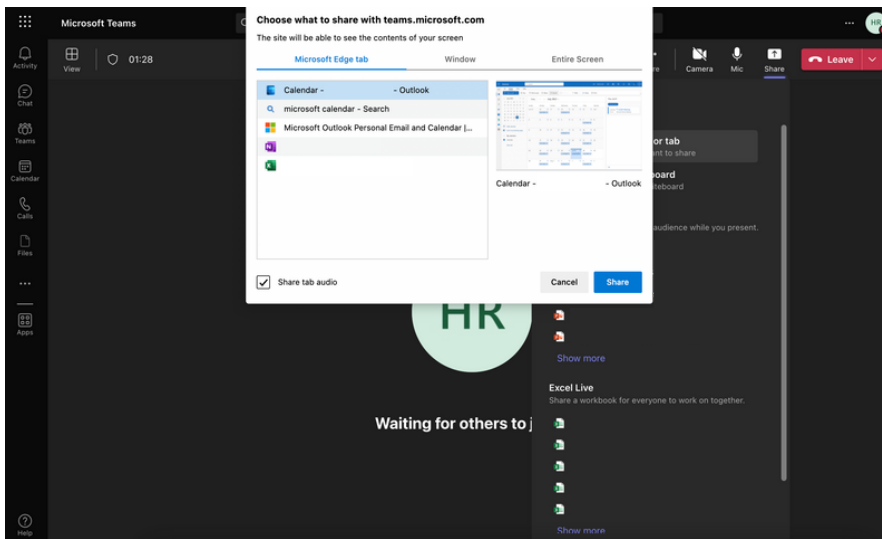


Once you're in the meeting, to share your screen, click the purple
"Share" button in the top right-hand corner

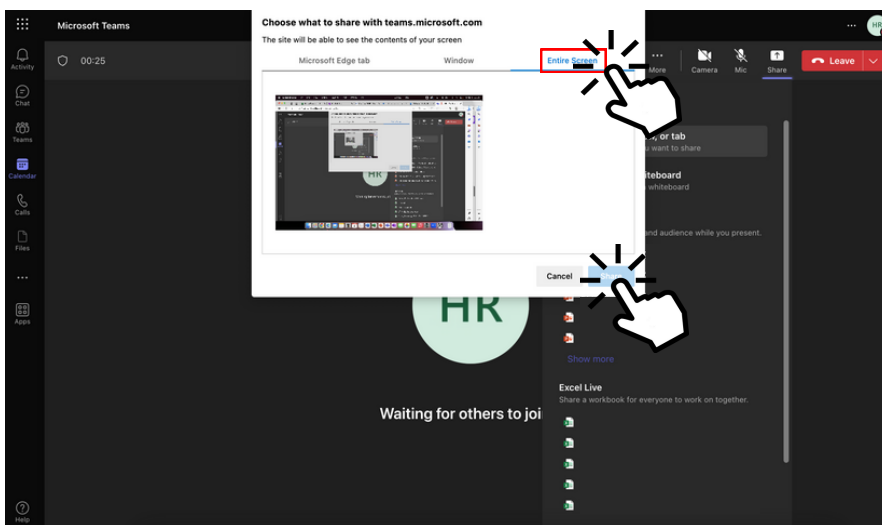


Click share "Screen, window, or tab"





Select "Entire Screen" and click "Share"



*Note: If you're sharing screen for the first time, you will be asked to turn on permissions in Settings. Navigate to your Settings/System Preferences --> Security & Privacy --> check the necessary boxes to allow your apps to share the contents of your screen.

