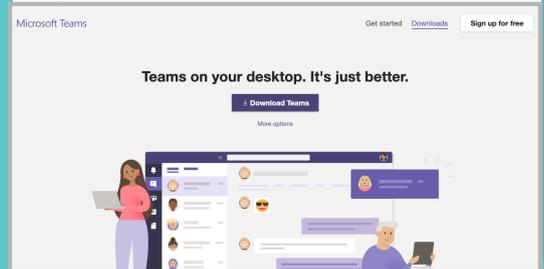


# Downloading Microsoft Teams

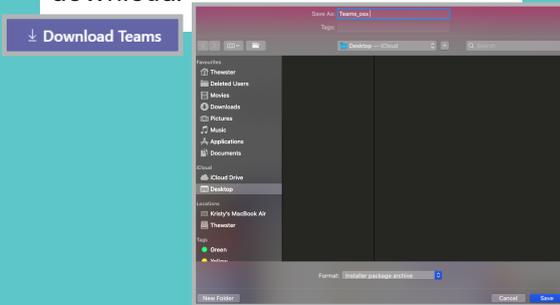
How to have Microsoft Teams ready for your 1to1 tutoring session on your Apple device.

1

Visit  
<https://teams.microsoft.com/downloads>



Click 'Download Teams'.  
A pop up window will appear asking you to select a location for the download.



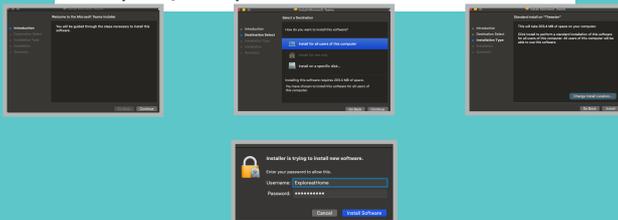
2

Click Save and the file will begin to download.  
Once completed, double click the file.

3



An installation window will then appear.  
Follow the step-by-step process.  
Your security settings may prompt you to input your password.



4

The installation is now complete, Microsoft Teams will be in your chosen saved location.

5

On clicking the file, the Microsoft Teams window will open. You do not need to create an account. Microsoft Teams is now on your computer, when you accept the email invite from your centre, it will open automatically. Please watch the video 'Joining Your Online Session' to learn how to open the invite to your 1 to 1 online session.

6

