Introduction

Microsoft Teams and Office 365 helps you get work done—with others and on your own—wherever you are. As long as you can connect to the internet, you can connect to the files and people you need to stay productive.

Sign in to Office online

1. Go to www.Office.com, and in the upper right-hand corner select Sign In to sign in with your Office 365 work or school account (ie: john.tran@tsc.edu)
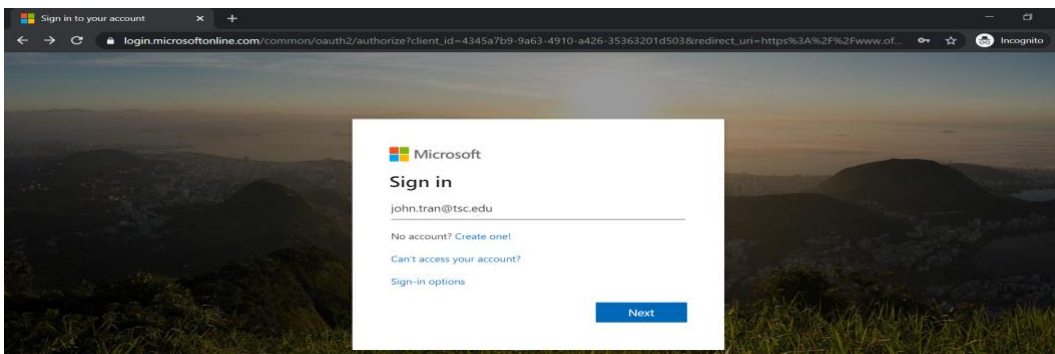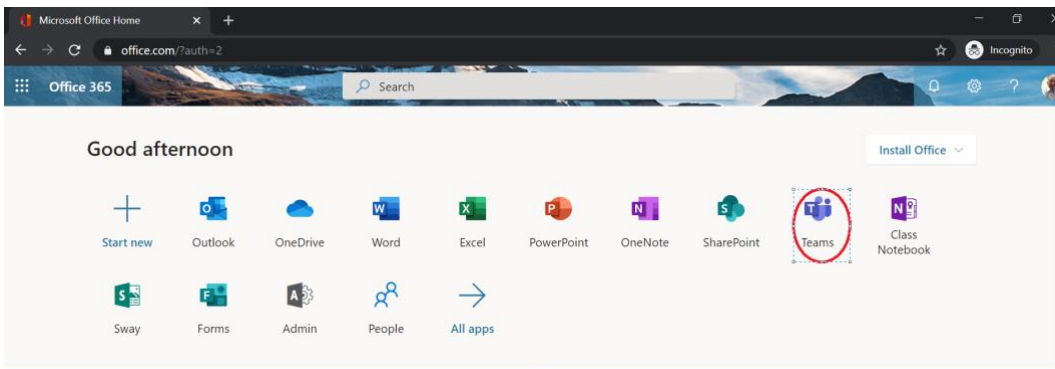

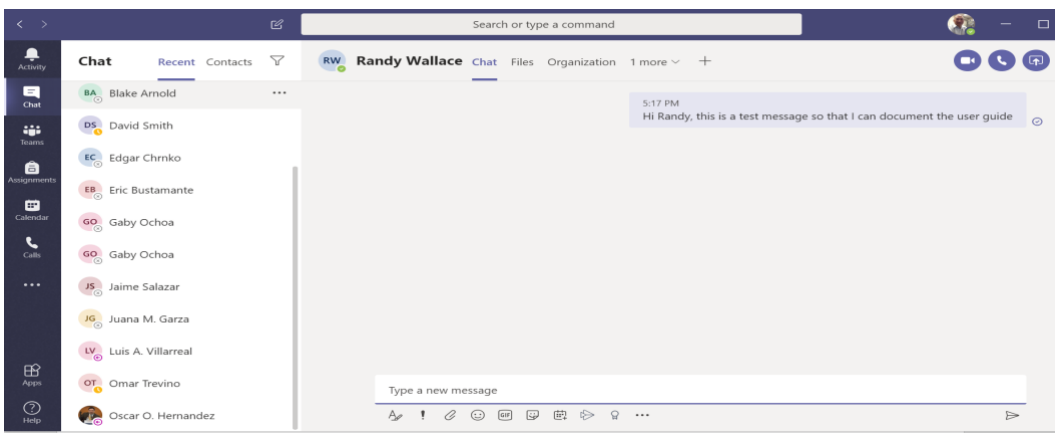2. You will be redirected to the TSC Login page:
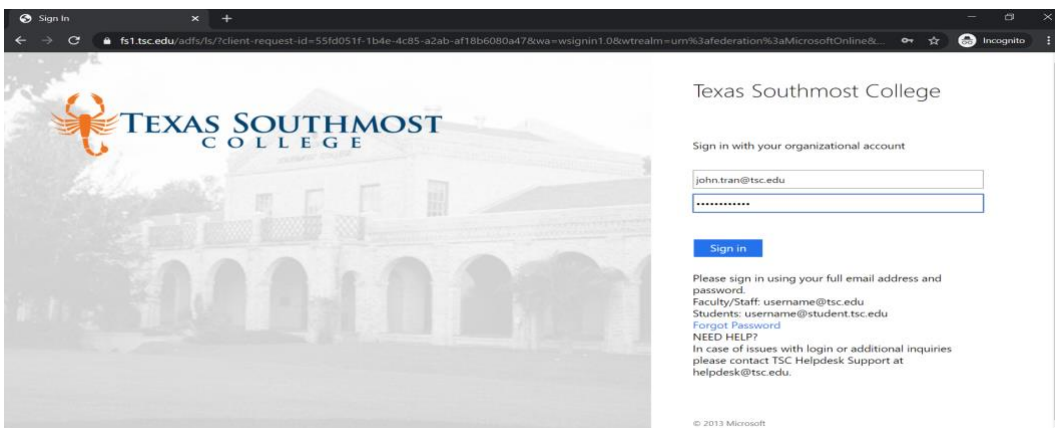
Once you are logged in, the Office apps become available. Just click on the Teams app icon to start using the application in your browser.
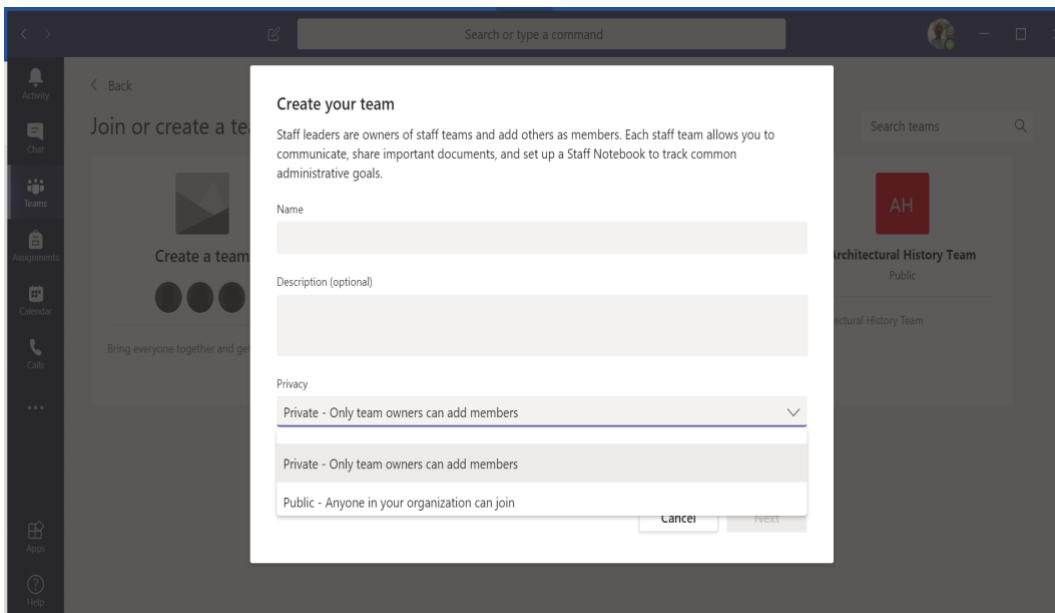
TSC: How to use Microsoft Teams for Instant Messaging and Group Chat

In Teams, there are features such as chat windows, calendaring and calls.

You can create your own Team, or you can join available existing groups.

Visit Microsoft website (https://docs.microsoft.com/en-us/microsoftteams/enduser-training) for more ideas on how you can utilize and benefit from Teams.