

## Alumni Login to Microsoft Teams- 1:1 Appointment

- Accept the “invite” to the webinar you RSVPed for and save it to your calendar
- At the time of the event, click on the “Join Microsoft Teams Meeting” link in your invite:

### Join Microsoft Teams Meeting

[Learn more about Teams](#) | [Meeting options](#)

- Make sure you open the meeting into Google Chrome, Firefox or Safari!
- Make sure your camera and microphone settings are correctly operating and then “allow” MS Teams to access them
- Once you’re inside Teams, enter your first and last name and then click the “Join Meeting” button:

