

How to Download Microsoft Teams

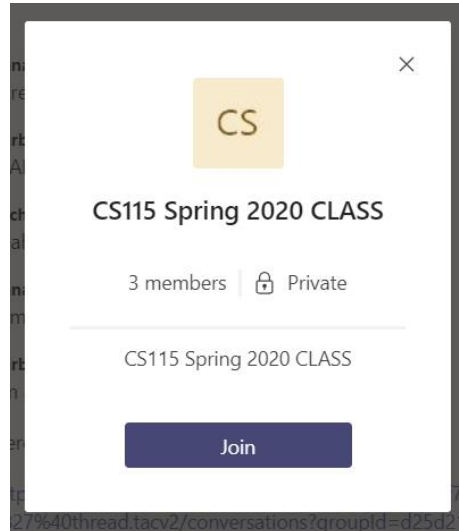
Microsoft Teams will be used as for Office Hours for CS115 in Spring 2020.

Microsoft Team is available as an online web client, a desktop app and a Mobile app, you can use any of these. If you have not download it yet, please visit the Microsoft Team download page for your desktop or other electronic devices. You can find the webpage below:

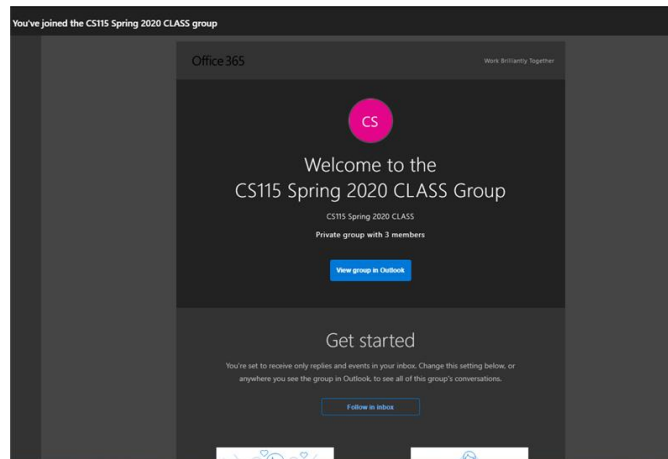
<https://www.microsoft.com/en-ca/microsoft-365/microsoft-teams/download-app>

How to join your course channel

You were sent a link and it was posted in the Announcements on Learn. Click this link and request to join the CS115 Spring 2020 CLASS team. You will see this message in teams:



Once your request is accepted you will see the following



Feel free to contact your ISAs if you have not gotten your invitation. For any questions about Microsoft Team itself and need for troubleshooting, you may visit their help page at <https://wiki.uwaterloo.ca/display/ISTKB/IST+Knowledge+Base>.

How to request a meeting during the Office Hours

In the “CS 115 Spring 2020 CLASS” Teams on Microsoft Teams, there is a channel named “Private Office Hour Request”, during the office hours, just put a Q in the channel and we will call you on teams in the order we see them.