

## Accessing MS Teams using the desktop or mobile App



- Find the appropriate Microsoft Teams App for your device from <u>https://teams.microsoft.com/downloads</u>
- 2. Install the correct app to your device and run it
- Sign in with your department email address A and choose Next.
- 4. The **DoE log on screen B** will appear. Sign in with your department credentials
- 5. All of the **Teams** that you are **enrolled in** will then appear!

Microsoft	B Login with your DoE account
Sign in	User ID
Sigirin	Joanne.Singh2
Joanne.Singh2@det.nsw.edu.au	Example: jane.citizen1
	Password
Next	@
No account? Create one!	Log in
Can't access your account?	
-	Forgot your password?

## Signing into MS Teams with a desktop browser



- 1. Use a **modern browser** in Windows, MacOS or Linux
- 2. Browse to your DoE Portal at: https://portal.det.nsw.edu.au
- 3. Sign in with your department credentials 🕒
- Select Microsoft Office 365 from My Learning Tools (linked at the left)







Need help using Microsoft Teams? - Try the <u>Quick Start Guide</u>

NSW Department of Education