



UNIVERSITY
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SAINT MARY
OF THE LAKE

Blackboard

JOINING A TEAMS MEETING

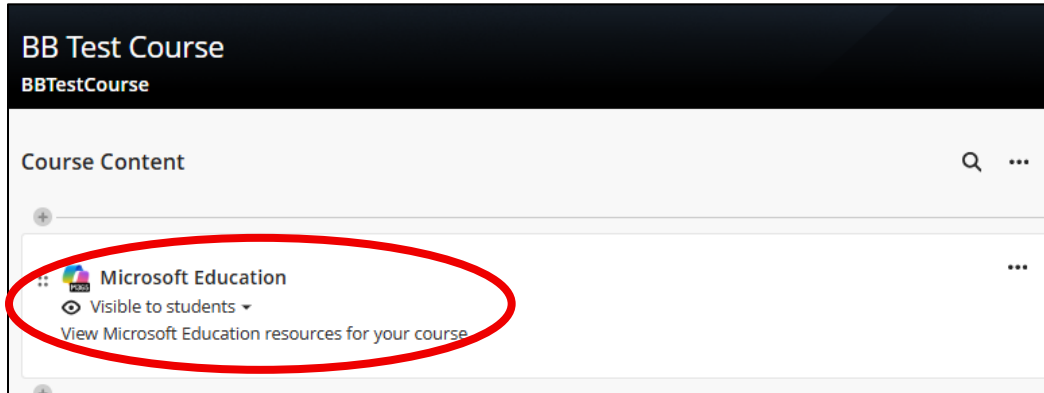
MATTHEW GIOVA

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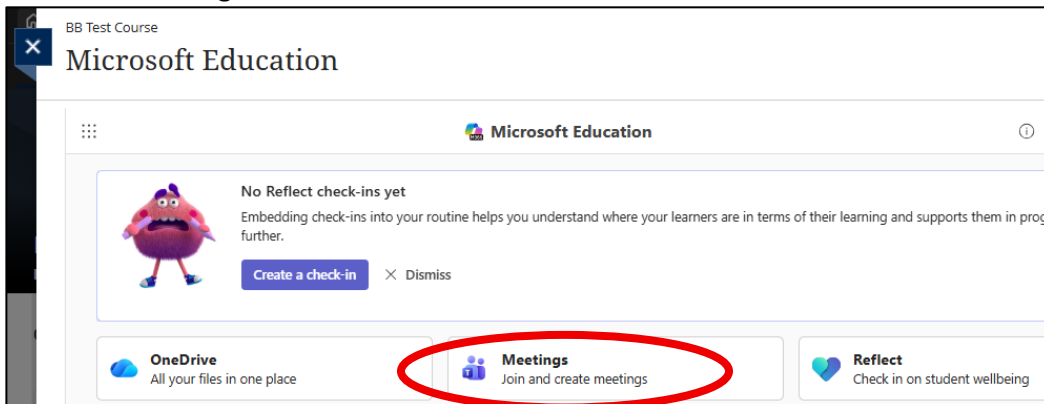
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Join A Blackboard Teams Meeting

1. Log into Blackboard.
2. Teams Meetings are located under the **Microsoft Education** resource. Under the **Course Content** section, select the **Microsoft Education** link.

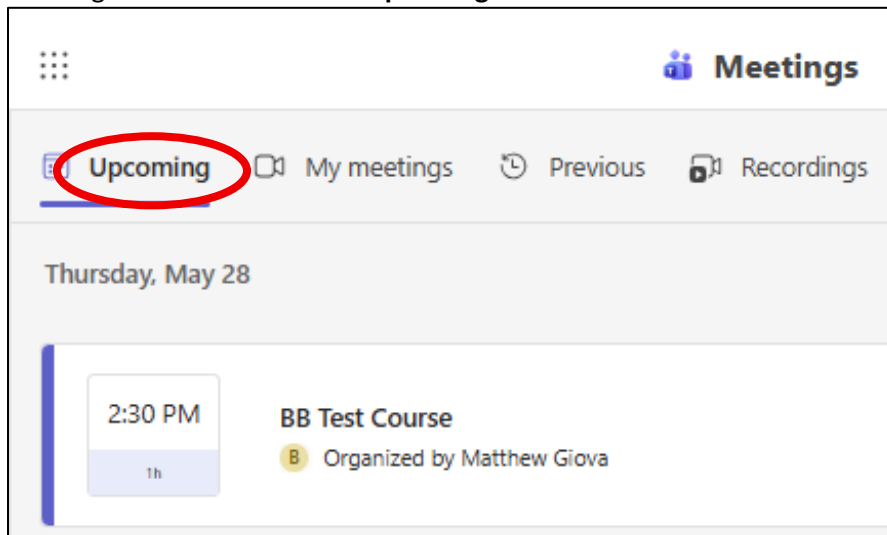


3. If Microsoft Education is not listed under Course Content, select the **View course & institution tools** link under the **Details & Actions** menu to the right of the window. Then select **Microsoft Education**.
4. Select the **Meetings** button.

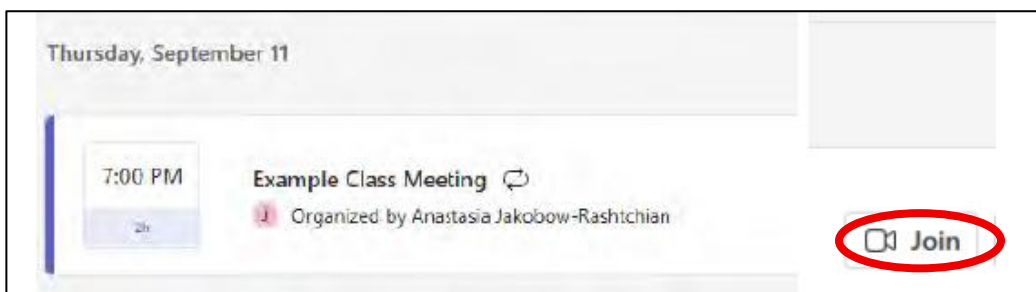


Blackboard: Joining a Teams Meeting

5. Meetings will show under the **Upcoming** tab.



6. You can join the meeting by selecting the Join button next to the meeting name.



7. If your Instructor has allowed students to view meeting recordings, they can be viewed under the **Recordings** tab.

