

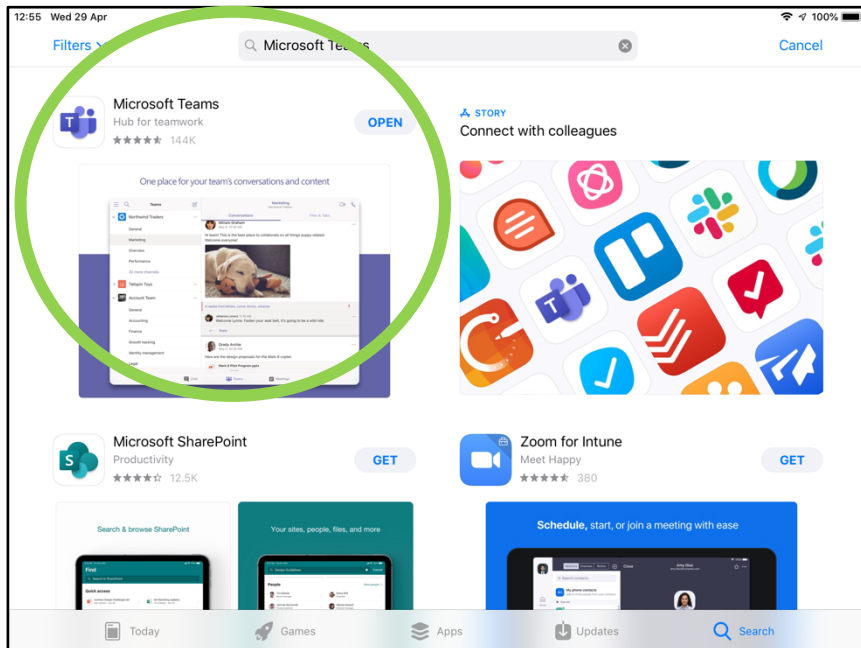
How to get the best user experience, using Microsoft Teams on iPad

In order to get the most out of Microsoft Teams when using an iPad, please follow the instructions below and download the App.

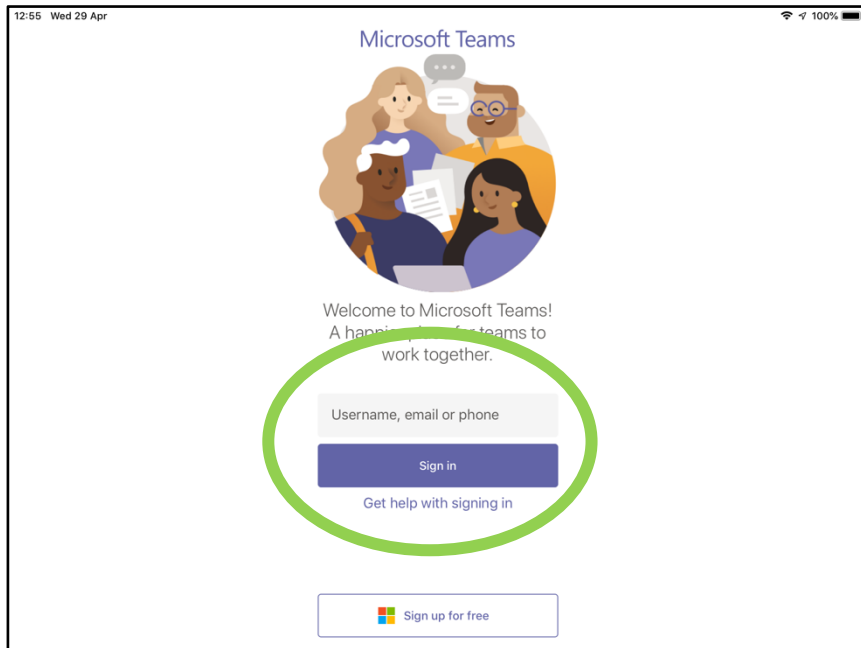
1. Select the iPad App store



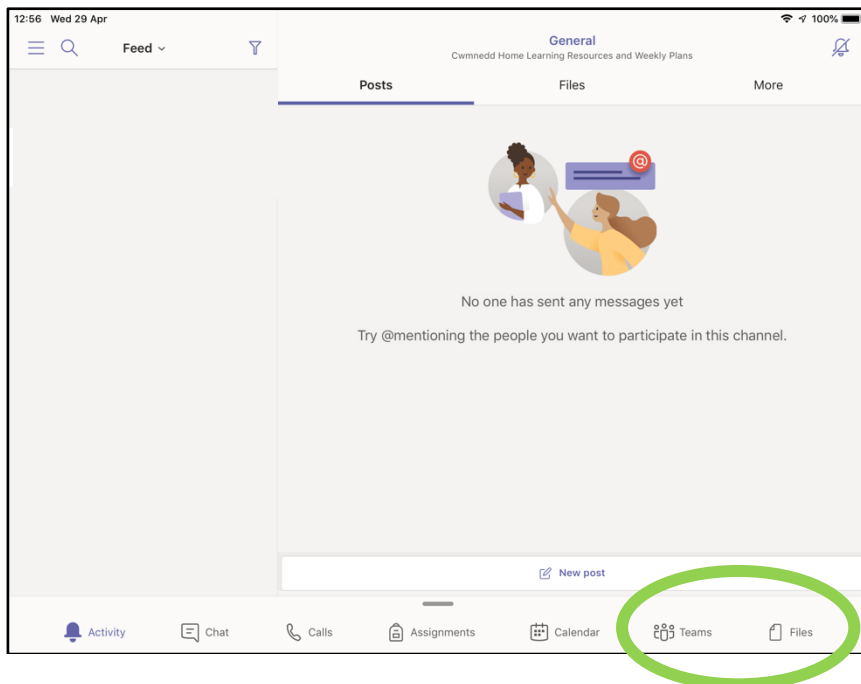
2. Search for Microsoft Teams and download to iPad.



3. Open the app and sign in using your HWB username and password.



4. Once signed in, the toolbar on the bottom gives you access to all Teams and Files that are available to you.



Please Note – If you try and access Teams on an iPad using an internet browser such as Safari or Google Chrome then some things may not show up correctly. This does not happen when using a computer/laptop or Chromebook. The issues only arise when using an iPad.