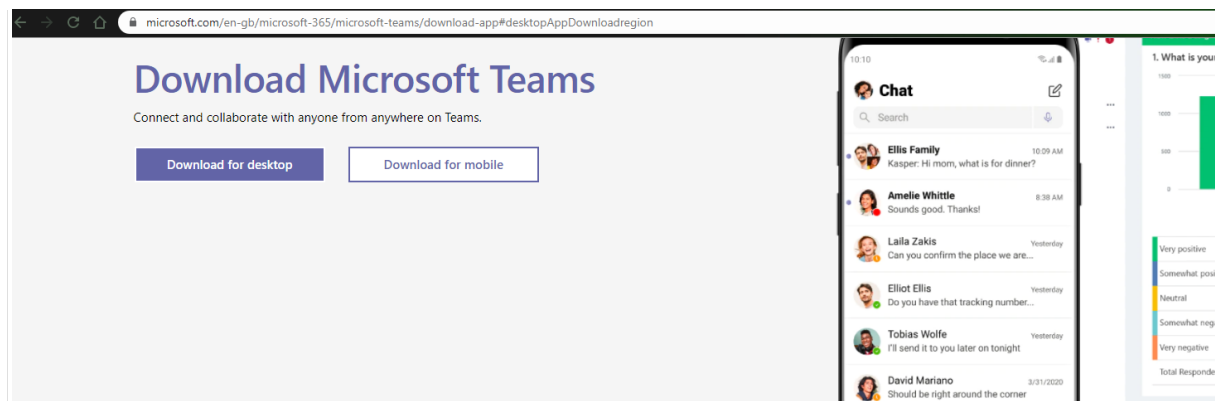




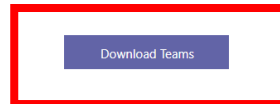
## How to install Microsoft Teams PC/Laptop

Follow the steps as below.

1. Open the [Microsoft Teams](#) page.
2. Scroll down and click the Download teams option



Download Teams for work on your desktop

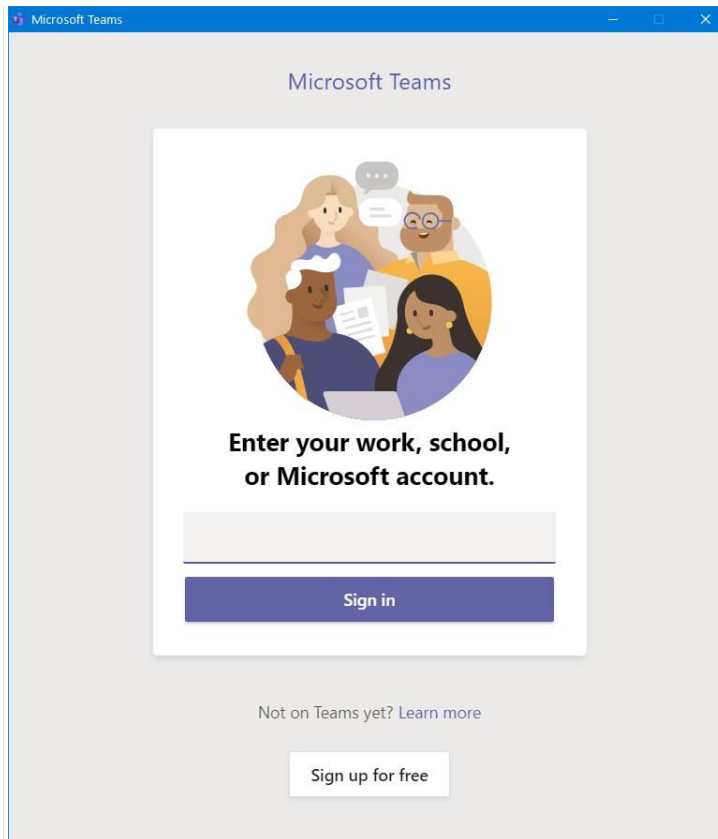


3. Save the installer on your device.
4. Double-click the Teams\_windows\_x64 file to begin the installation.



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5. Sign in with your school email address (username@bluecoatmeres.co.uk)



Once you have completed all the steps Microsoft Teams is ready to use.