

Microsoft Teams Meeting Information

General meetings will be held in person or via Microsoft Teams.

The link to the Teams Meeting is: meetings.lakeviewquiltersguild.org

Join a Teams meeting from the app

1. Click on the **link above** or on the website
2. Click Open your Teams app
3. Choose the audio and video setting you want
4. Select **Join now**

Join a Teams meeting on the web

(Don't have the Teams app? You can still join the Teams meeting)

1. Click on the **link above** or on the website
2. You have two choices:
Download the Windows app: Download the Teams app
Join on the web instead: Join a Teams meeting on the web
3. Type in your name
4. Choose the audio and video settings you want
5. Select **Join now**
6. Wait in the lobby until someone admit you to the meeting