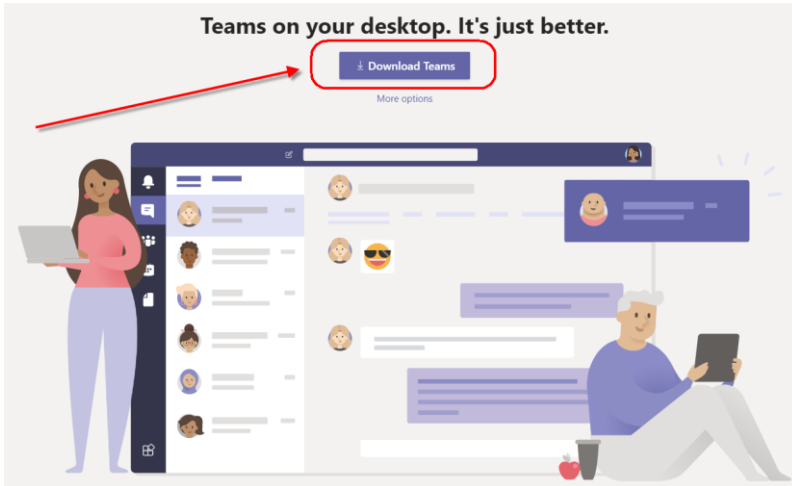


# Microsoft Teams Installation and Guide

## How to Install Microsoft Teams App?

**Step 1:** Please click on the below link to download Microsoft Teams App


<https://teams.microsoft.com/downloads>



**Step 2:** Click on "Download Teams" option and install the application after it is downloaded.

## Sign-in to Microsoft Teams

**Step 1:** Start Teams

- In Windows, click **Start**  > **Microsoft Teams**
- On Mac, go to the **Applications** folder and click **Microsoft Teams**
- On mobile, tap the **Teams** icon

**Step 2:** Sign in with your SNU Net-ID and password (which you also use to sign-in to ERP, applications, Blackboard etc.)

**Please Note:** you need to add **@snu.edu.in** to your Net ID

**Example:** if your NetID is John.Doe – you need to enter **John.Doe@snu.edu.in**

