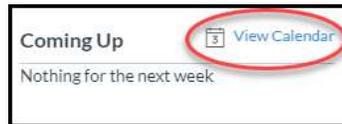


Accessing Teams through CANVAS

1. Log into CANVAS through the my.hsd2.org portal.



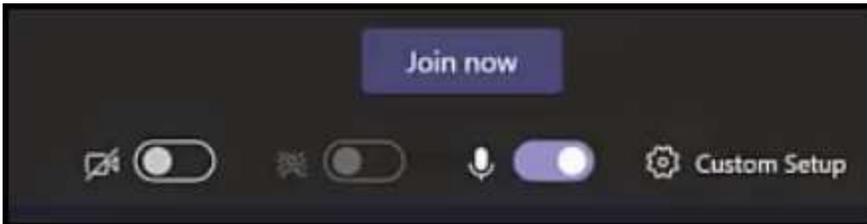
2. Click on the course that is hosting the Teams meeting.
3. Find the Teams join code in the list of modules or click on "View Calendar" to see the Teams Meeting link.



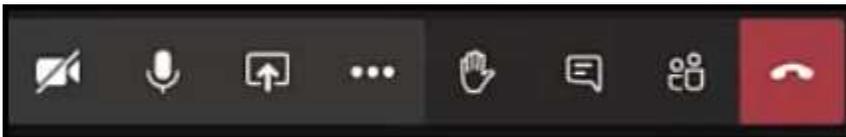
4. Click on the Join Teams Meeting link.



5. Once in Teams, students can turn their camera on or off, turn their microphone on or off, or blue their background.



6. Click "Join now" to access the meeting.
7. Students can click the chat button to see the meeting chat. They can click on participants to see which classmates are in the meeting.



8. To leave the meeting, students will click the red hang up button.