

Teachers will not necessarily call you into a Teams meeting. If they do though, you need to have Teams open and your status set to “available”.

Click your picture or initials, then “available”.

The screenshot displays the Microsoft Teams application interface. On the left is a sidebar with navigation icons for Activity, Chat, Teams, Calendar, Calls, Files, and Help. The main area shows a chat conversation within a team named 'Trade Shows'. The chat history includes messages from Kayla Claypool, Lucas Bodine, and Erika Araujo. A status dropdown menu is open for Kayla Claypool, showing options: Available (selected), Busy, Do not disturb, Be right back, Appear away, Appear offline, Duration, and Reset status. A red arrow points from the text 'Click your picture or initials, then “available”.' to the user's profile picture in the top right corner. An orange circle with the number '3' is placed over the 'Available' option in the status menu.