



Atrium Health Behavioral Health

Microsoft Teams Video Visit Instruction Guide

Video Visit Instructions For

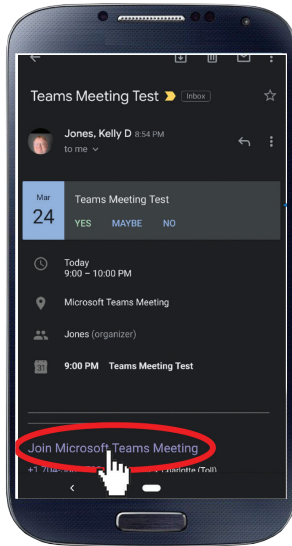
iOS Page 2

Android..... Page 4

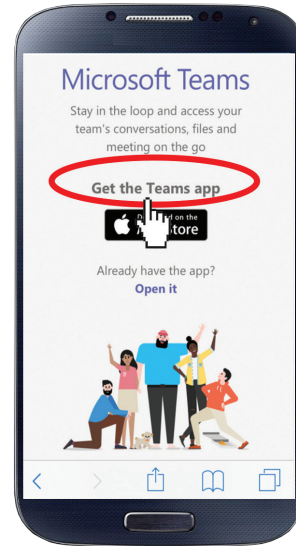
PC Page 6

Video Visit Instructions for iOS Device

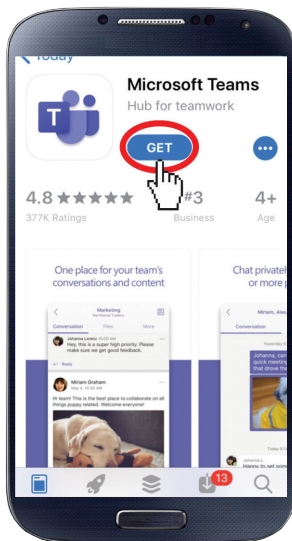
- 1** A. You will receive a **meeting invite via email**.
B. Click on the **Join Microsoft Teams Meeting** link in the email.



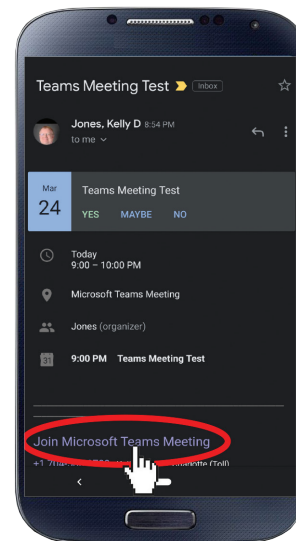
- 2** C. The Microsoft Teams website will open.
D. Click on the **Get Teams App** link.



- 3** E. You will be directed to the App Store.
Click to **install the Microsoft Teams app**.
F. Once the install is complete, click **Open**.



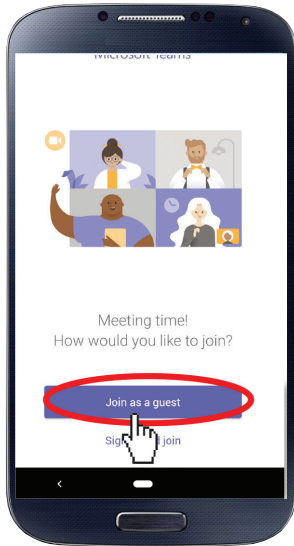
- 4** G. Go back to the **original email invite**.
H. Click the **Join Microsoft Teams Meeting** link again.



Video Visit Instructions for iOS Device

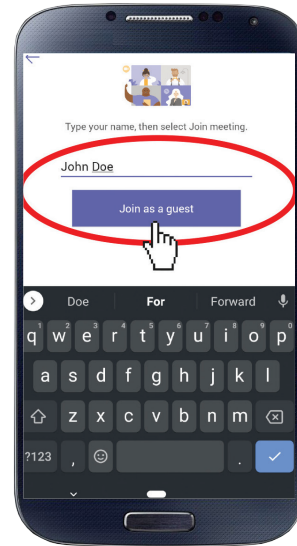
5 I. The Microsoft Teams app will automatically open on the phone.

J. Click to **Join as a guest**.

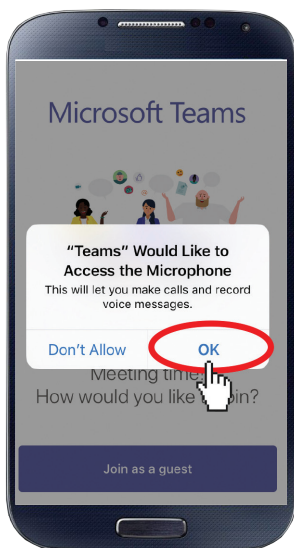


6 K. Type in your name.

L. Once name is typed, click the **Join as a guest** button.

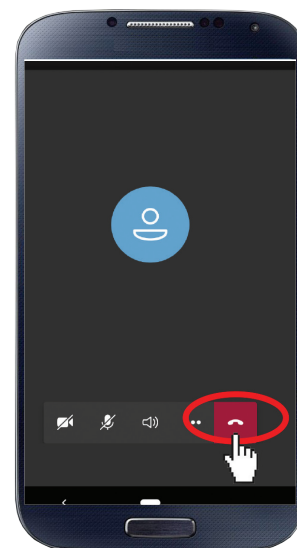


7 M. When asked, click **Allow** in order to grant permissions required for the Microsoft Teams app.



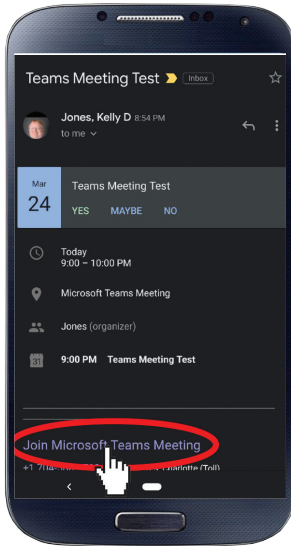
8 N. You are now **participating in the meeting** with options to enable video and audio.

O. You can end the meeting with the red phone icon.

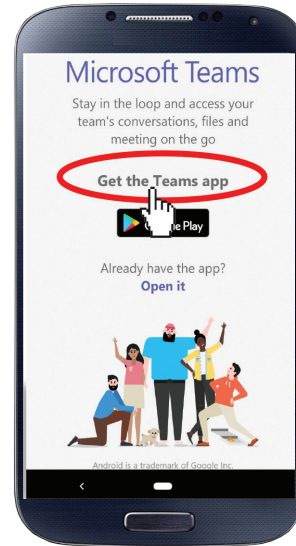


Video Visit Instructions for Android Device

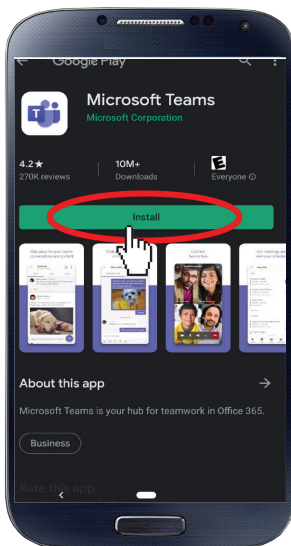
- 1** A. You will receive a **meeting invite via email**.
B. Click on the **Join Microsoft Teams Meeting** link in the email.



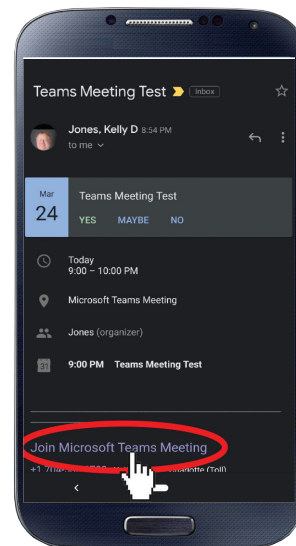
- 2** C. The Microsoft Teams website will open.
D. Click on the **Get Teams App** link.



- 3** E. You will be directed to the Google Play store.
Click to **install** the Microsoft Teams app.
F. Once the install is complete, click **Open**.



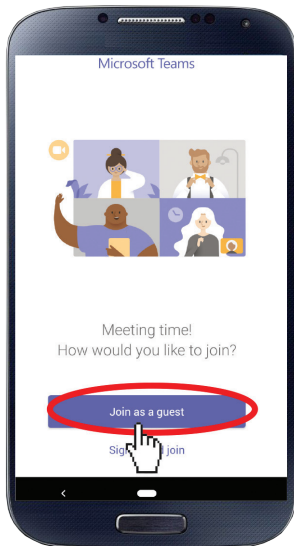
- 4** G. Go back to the **original email invite**.
H. Click the **Join Microsoft Teams Meeting** link again.



Video Visit Instructions for Android Device

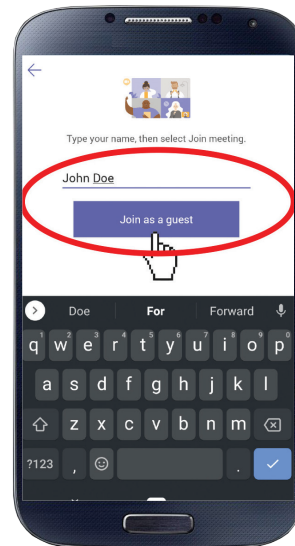
5 I. The Microsoft Teams app will automatically open on the phone.

J. Click to **Join as a guest**.

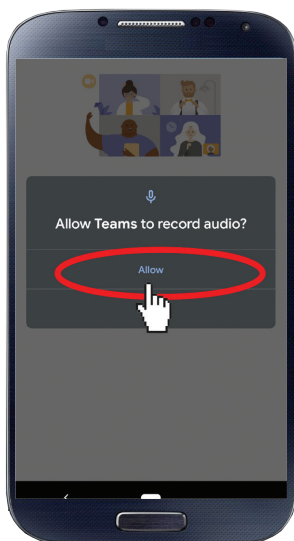


6 K. Type in your name.

L. Once name is typed, click the **Join as a guest** button.

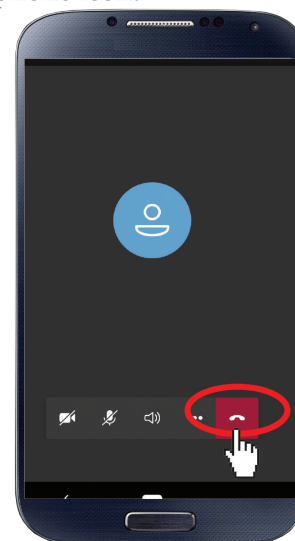


7 M. When asked, click **Allow** in order to grant permissions required for the Microsoft Teams app.



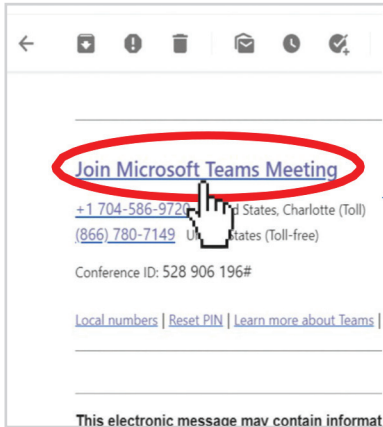
8 N. You are now **participating in the meeting** with options to enable video and audio.

O. You can end the meeting with the red phone icon.

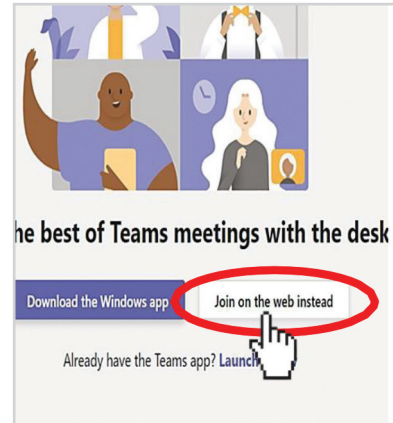


Video Visit Instructions for PC

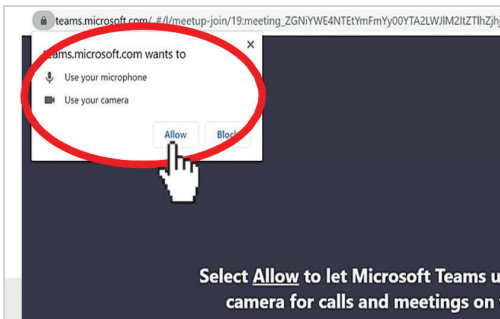
- 1** A. You will receive a **meeting invite via email**.
B. Click on the **Join Microsoft Teams Meeting** link at the bottom of the email.



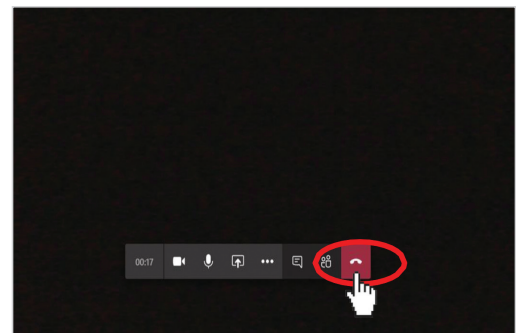
- 2** C. The Microsoft Teams website will open.
D. Click on the **Join on the web instead** link.



- 3** E. Click **Allow** in order to grant Microsoft Teams the permissions it needs to fully function.



- 5** G. You are now **participating in the meeting** with options to enable video and audio.
H. You can end the meeting with the red phone icon.



- 4** F. **Enter your name** and click **Join Now** in order to enter the meeting.

