

How to Access Microsoft Teams for Students

Microsoft Teams is the primary platform for virtual classes, meetings, and collaboration. Follow the steps below to access Teams using your student account.

Option 1: Access via Web Browser

1. **Go to** <https://teams.microsoft.com>
 2. **Sign in** with your student email address and password.
 - Example: yourusername@westliberty.edu
 - Your password is your SSO password.
 3. If prompted, choose "**Work or school account**".
 4. You'll be taken to the Teams dashboard. From here you can:
 - Join classes
 - Chat with instructors and classmates
 - Access shared files and resources
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Option 2: Use the Desktop App

1. **Download Teams** from <https://www.microsoft.com/en-us/microsoft-teams/download-app>
 2. Install the app and launch it.
 3. **Sign in** using your yourusername@westliberty.edu email and password.
 4. You can now access all Teams features through the desktop app.
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Option 3: Use the Mobile App

1. Go to the **App Store** (iOS) or **Google Play Store** (Android).
2. Search for "**Microsoft Teams**" and install the app.
3. Open the app and sign in with your yourusername@westliberty.edu credentials.

Tips

- Use your full student email when signing in: yourusername@westliberty.edu
- Make sure you are connected to the internet.
- If you're having login issues, try resetting your password or contacting IT support.