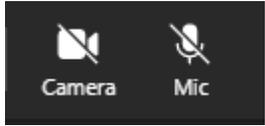
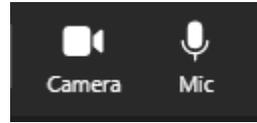


Camera and Microphone

Look for these menu icons and click to turn on or off.



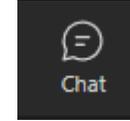
Camera and Microphone are off



Camera and Microphone are on

Chat

In the Teams menu click on



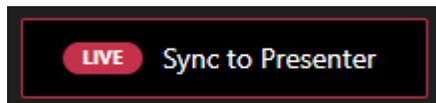
This will open the meeting
Chat

Slide Navigation

Click the arrows to personally move through the slides.

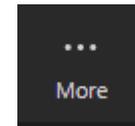


Click 'Sync to Presenter' to jump to the current slide.



Live Captions

In the Teams menu click on

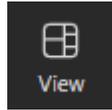


Then choose 'Language and Speech'

Then 'Turn on live captions'

Remove Other People's Video

Click on the View icon and choose either



Focus on Content

or

'More Options' and then
'Turn off Incoming Video'

Chat, Raise Hand and React

Open the Chat to
type a message

Raise your Hand
if you want to say
something using
your microphone

Click the React
button to share
how you feel

