

Microsoft Teams



Getting started with Microsoft Teams

Teams, as the hub for teamwork, is where people - including people outside your organization - can actively connect and collaborate in real time to get things done. Have a conversation right where the work is happening, whether coauthoring a document, having a meeting, or working together in other apps and services. Teams is the place to have informal chats, iterate quickly on a project, work with team files, and collaborate on shared deliverables.

User guidance

Some assets and videos to get you started quickly:

- Watch the [Welcome Video](#) to get an overview of Teams.
- Use the [Quick Start Guide](#) to learn the Teams basics.
- Watch the short [Quick Start Videos](#) for a walkthrough of Teams.
- Watch the [Meetings Videos](#) to learn how to use meetings in Teams.
- Watch the [End user Training](#) for Teams.