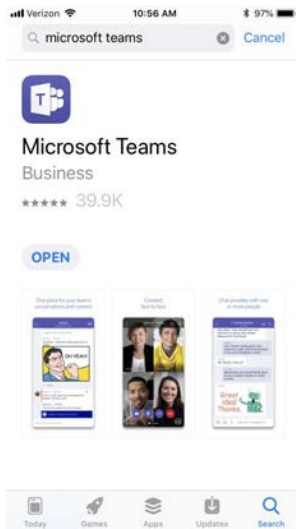
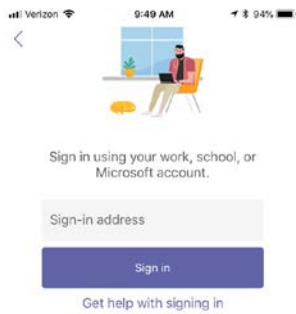
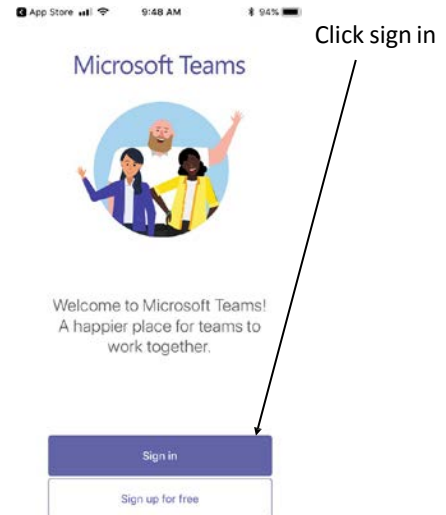


# How to Access Microsoft Teams from a Mobile Device



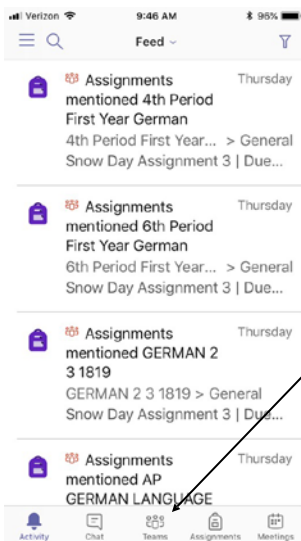
In order to access Microsoft Teams on a mobile device, you must download the Teams App. Search the App Store for Microsoft Teams. It is free to download.



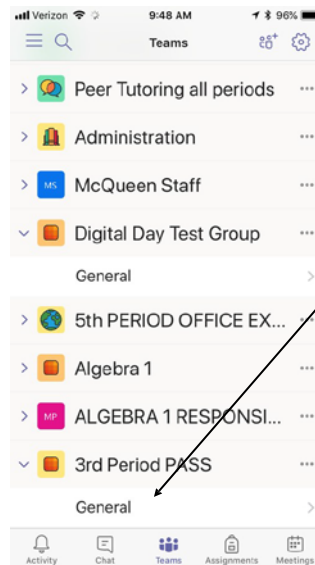
Sign-in address: You will need to use your student ID followed by @washoeschools.org for your username. (Example: 1234567@washoeschools.org)

Password - You will use the same password required to log into the school computers.

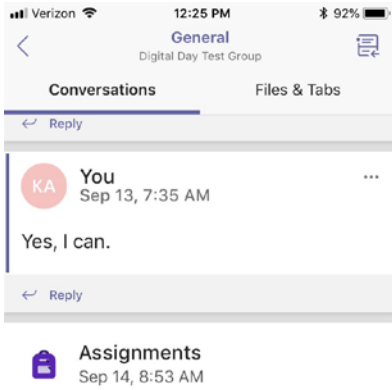
Hint: double check to make sure you're using .org and not .net



When you open Teams, the first screen you see is Activity. Click on Teams to see your classes.

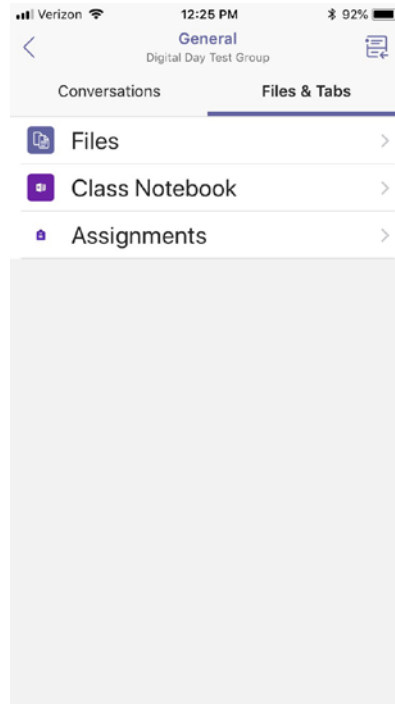


Find the class you want to see, and click on General to see the Conversations, Files, Notebooks and Assignments for your class.



Within each of your class teams, you will see Conversations and Files & Tabs at the top of your screen. You can post a question to your teacher in the Conversation by adding it in the "Type a new message" box.

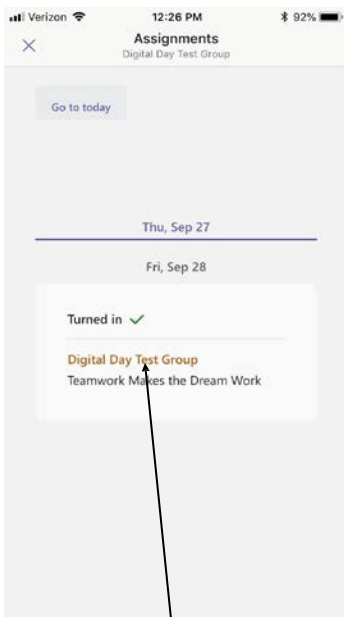
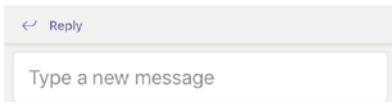
You can also access your Assignments by clicking View Assignment.



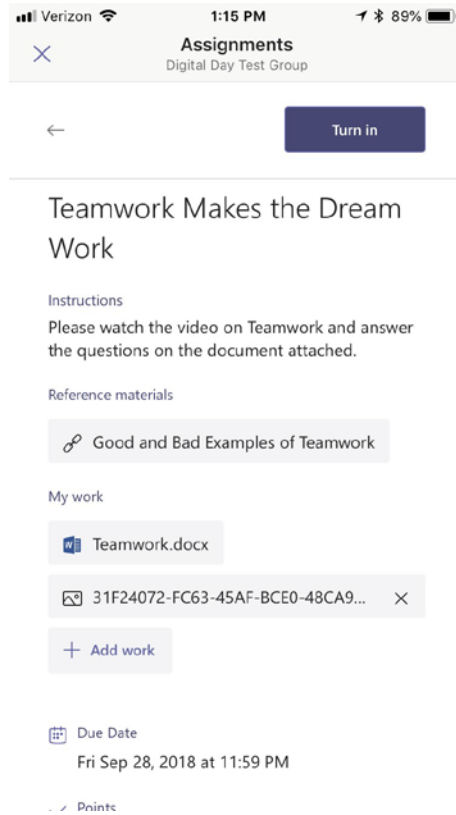
When you click Files & Tabs, you will see Files, Class Notebook, and you can access your Assignments by selecting that option.

**Teamwork Makes the Dream Work**

Due Sep 28  
View assignment



Each Assignment the teacher has posted for the class will appear here. Click on the Assignment to open it.



You'll find instructions for the assignment, and any resources you need in order to do the assignment (link to a video, PowerPoint notes, etc.) The handout that needs to be completed will also be attached. When you open and type your responses in a Word Document, Teams automatically saves your work. You may also attach a file, photo, or video from your device.

When you finish your assignment, click Turn In at the top of your screen and your teacher will be able to review your work, give you feedback, and assign points all from the Teams App.