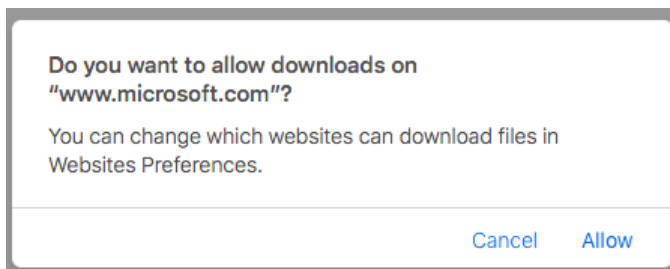


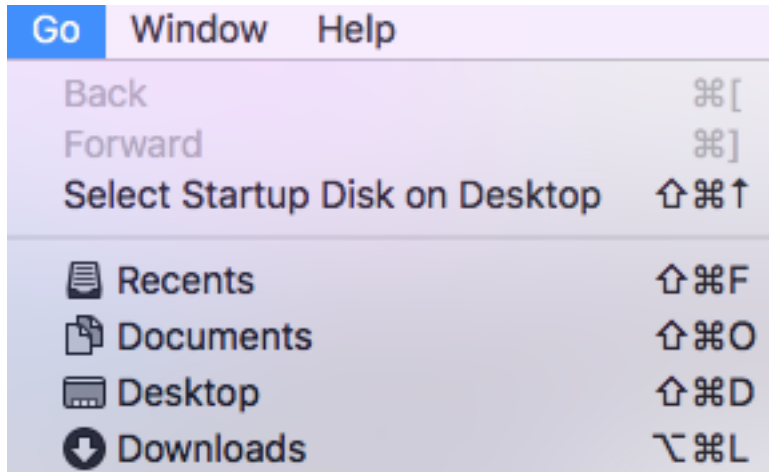
## How to install Microsoft Teams (Apple MacOSX)

1. Open up a browser on your Mac and then visit the following website <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app>
2. Click on the Download for Desktop button and then click on the Download Teams button.
3. Your browser might display a pop up like the one below, if it does click Allow.

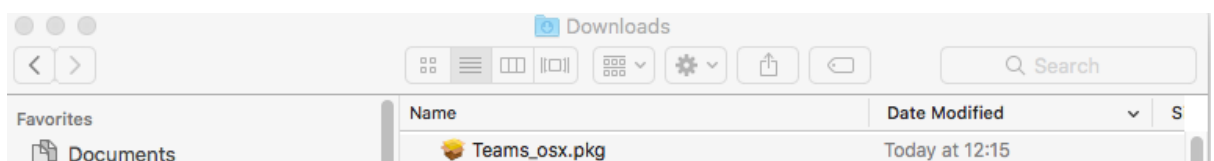


The download should start within a few seconds.

4. Once the download is completed click on the desktop and then select Go from the Finder menu, and click on Downloads (see below for example).

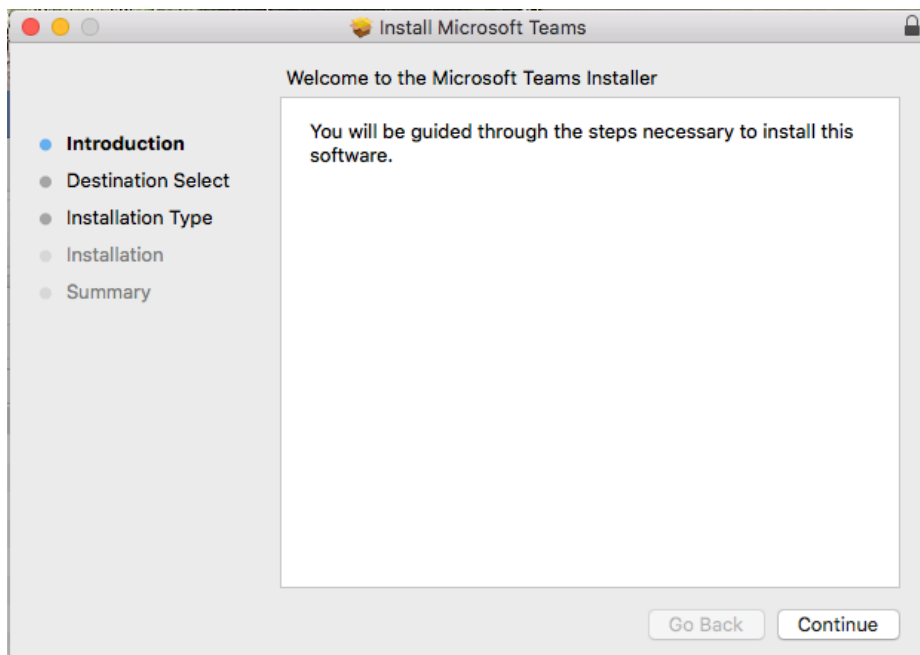


5. Locate the downloaded installer file within your downloads folder (see below for example).



6. Double click on the installer file.

7. After a few moments you should be displayed with a wizard for the start of the installation of Microsoft Teams (see below for example).



8. Press the Continue button and follow the prompts on screen to complete the installation.
9. Please be patient and allow the program time to install on your computer. Once finished close the installer.
10. Microsoft Teams will now be installed on your Mac.

For more information and user guides on how to use Microsoft Teams please visit the following webpage on our school website:

<https://flhs.org.uk/wordpress/common-it-questions-and-answers/microsoft-teams/>