

Microsoft Teams



Microsoft Teams is LETU's primary Video & Audio Conferencing, Chat and Screen Sharing Collaboration Tool. Teams is available to all LETU students, faculty and staff and accessed using your normal LETU account.

What you'll Need:

- **Download and Install the Microsoft Teams Mobile or Desktop App**
(Note: Teams is already installed on all LETU-owned computer)
- **Teams on the Web:** The best experience for Teams is the full App above - but you can also access Teams from any web browser: <https://teams.microsoft.com/>
- **Purchase a suitable webcam: Logitech C920s or Logitech C930**
While not necessary for chat, a webcam is required for video /audio conferencing.

Learn to Use Teams:

Ready to get started? Teams is easier to use than you might think!

We recommend the MS Teams FAQs for getting started quickly. For more advanced training, follow-up with video training and give us a call if you need any assistance!

- [Microsoft Teams QuickStart Guide](#)
- [Microsoft Teams Video Training](#)



While many online collaboration solutions are available, Faculty/Staff should use Teams for LETU-related business processes and exchange of LETU data to ensure compliance with federal and state regulations.

For information on other supported instructional technologies see [Getting Started with Online Instruction](#)