# **Connect with us on Microsoft Teams**

BC Hydro uses an application called Microsoft Teams to host virtual meetings. This application allows everyone meet each other, collaborate on documents and drawings, and use other visual aids to collaborate. Microsoft Teams can be installed on PCs, Macs and mobile devices.

### How do I join the meeting?

It's easy. Just use the links provided in meeting invitation we sent you. The invitation will also contain the Meeting ID and Passcode if you're joining using that option.

#### Is Microsoft Teams free?

Yes, completely free for you to join.

### Do I need an account to join?

No, you don't need a Teams account to attend a meeting that we've set up.

See Join a meeting without an account in Microsoft Teams for all the options.

#### Can I invite others to the meeting?

Yes, we want the right people in the room. Just forward the meeting invitation to the person(s) you'd like to attend.

#### Are there different ways to join?

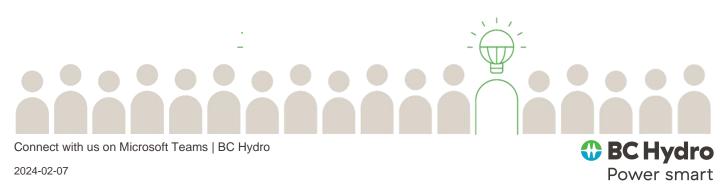
Yes. Downloading the Microsoft Teams app will give you the best experience, especially if you meet regularly with us. You can also join directly on the web in supported browsers (Microsoft Edge and Google Chrome).

If prefer to call-in and use audio only, we'll still be able to connect, but you will not be able to view any visual aids that are shared during the call.

## Where can I get more information?

Go to https://www.microsoft.com/en-ca/microsoft-teams/download-app to download the latest app.

You can also visit https://www.microsoft.com/en-ca/microsoft-teams/join-a-meeting to join directly using the Meeting ID and Passcode.



Microsoft Teams meeting

Join on your computer, mobile app or room device Click here to join the meeting

Meeting ID: \*\* Passcode: \*\*\*\*\*\*

#### Or call in (audio only) +1 000-000-0000,00000000# Canada, Phone Conference ID: \*\*\* \*\*\* \*\*# Find a local number Reset PIN

#### **DOWNLOAD THE APP**

**Click or Scan Below** 



**Download Microsoft Teams Desktop and Mobile Apps** 

Download Teams Join on the web