**Join a meeting in Teams**

### **Join by link**

All you need to join a Teams meeting is a link.



Select **Join Microsoft Teams Meeting** in your meeting invite to be taken to a page where you can choose to either join on the web or download the desktop app. If you already have the Teams app, the meeting will open there automatically.

### **Join from calendar**

Select **Calendar**  on the left side of the Teams app to see your meetings. Find the meeting you want, and then select **Join**.



Or, if someone starts the meeting, you'll get a notification you can use to join.

### **Join in a channel**

If a meeting takes place in a channel, you’ll see an invitation to join, relevant content, and who’s in the meeting right in the channel. Just select **Join**.



### **Join from chat**

If the meeting has already begun, it appears in your recent chat list. Select the meeting in your chat list and then select **Join** at the top of the chat.



### **Call in**

If you're unable to use the Teams app or Teams on the web, you can join some meetings by calling a phone number.

If there's a phone number and conference ID in the meeting invite, just dial the number to join.

  

The number in your invitation may not be local to you. Select **Local numbers** to find one that is.