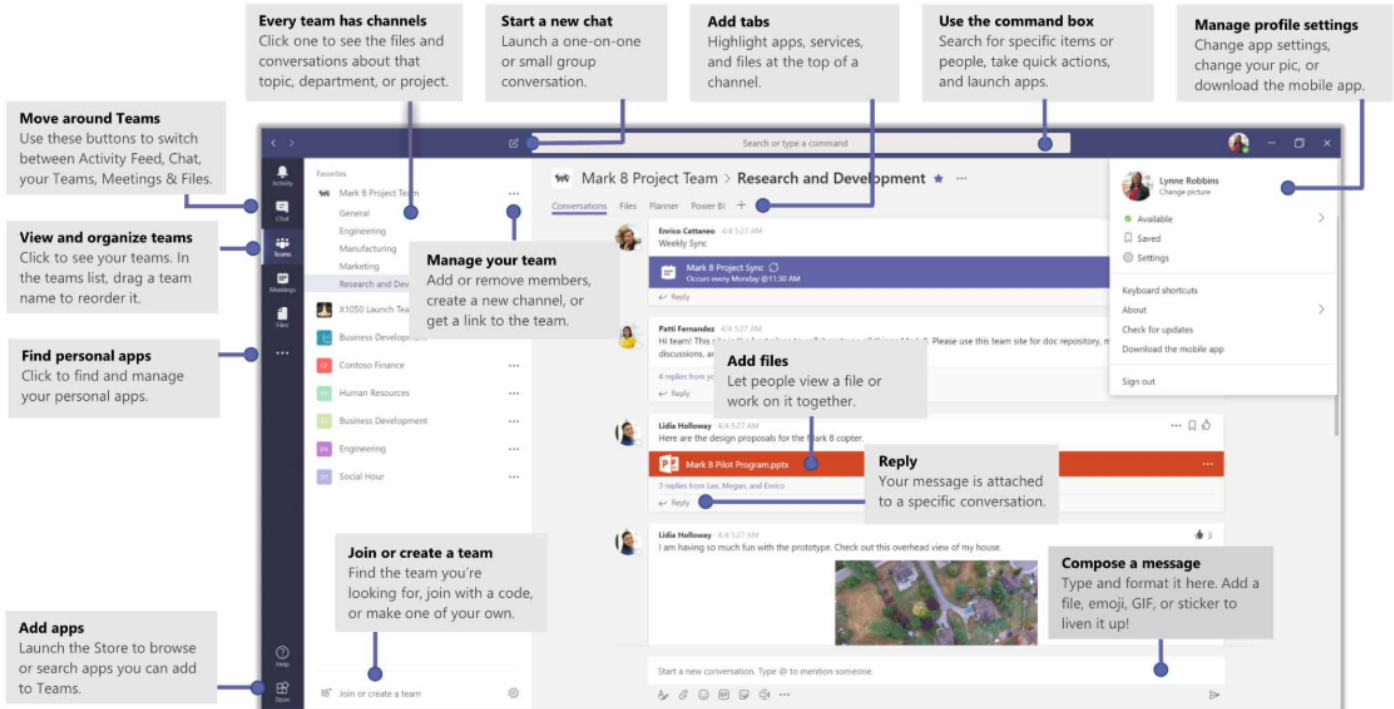


2.2 Navigating Teams

This tutorial gives a quick glance at the Teams interface and some of its features.

Quick Start Guide

Here is a quick tour of the Teams interface. To get all your questions answered and learn the latest, visit our [Tips and Tricks](#) page.

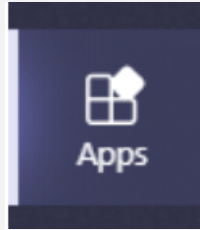


Source: <https://www.mcmaster.ca/uts/teams/gettingstarted.html>

<p>Activity 1</p>	<p>1 Activity – Notifies you of reactions to your messages or when you are tagged in a post that needs your attention</p>
<p>Chat 2</p>	<p>2 Chat – Where one-on-one and small group chats exist outside of individual teams. You can chat with anyone within the organization that is using Teams</p>
<p>Teams 3</p>	<p>3 Teams – Clicking once brings you to the last Team page you were on, Clicking twice brings you to a page listing all the teams you are a part of</p>
<p>Calls 4</p>	<p>4 Calls – Where calls separate from meetings in teams can occur, only the members of the call can see that it is happening</p>

2.2 Navigating Teams

To browse other applications available to be used within Teams, select **Apps** in the bottom left



TIP

When navigating teams you will often see the following:



These 3 dots indicate extra settings and features you can access.