

## Microsoft Teams access details

### How to access on laptop or desktop

Open [Office.com](https://office.com) on your web browser and sign in with your school email and password:

XXXXXX@your school email address

Password: XXXXXX

Select the **Teams** app

### How to Access Microsoft Teams On PS4

- Head to your console's Library and choose the option for games and applications.
- Select Applications and fire up the PS4 web browser.
- Type Microsoft Teams in the browser and then log in to your account via your username and password
- Don't forget your headset if you need to interact!

### How to Access Microsoft Teams On PS5

- Head to User and Accounts in Settings of your console
- Select Link With Other Devices
- Choose Twitter
- You'll then access the web browser, but you'll need to first select the small Twitter logo in the top left corner to get to the Twitter UI.
- Log in and then you'll have full access to web browsing on PS5.
- Once this is done, simply follow the previous steps above to access Microsoft Teams on PS4.

### How to Access Microsoft Teams On Xbox:

- Plug in a keyboard via the USB slot. (this can be wireless or wired, wired keyboards can be found for as little as £8.20 on Amazon)
- Go to my games and apps.
- Find Microsoft Edge and select it.
- Type in Office 365 and log in as you would in school.
- To move the cursor you can use the gamepad or plug in a USB mouse.