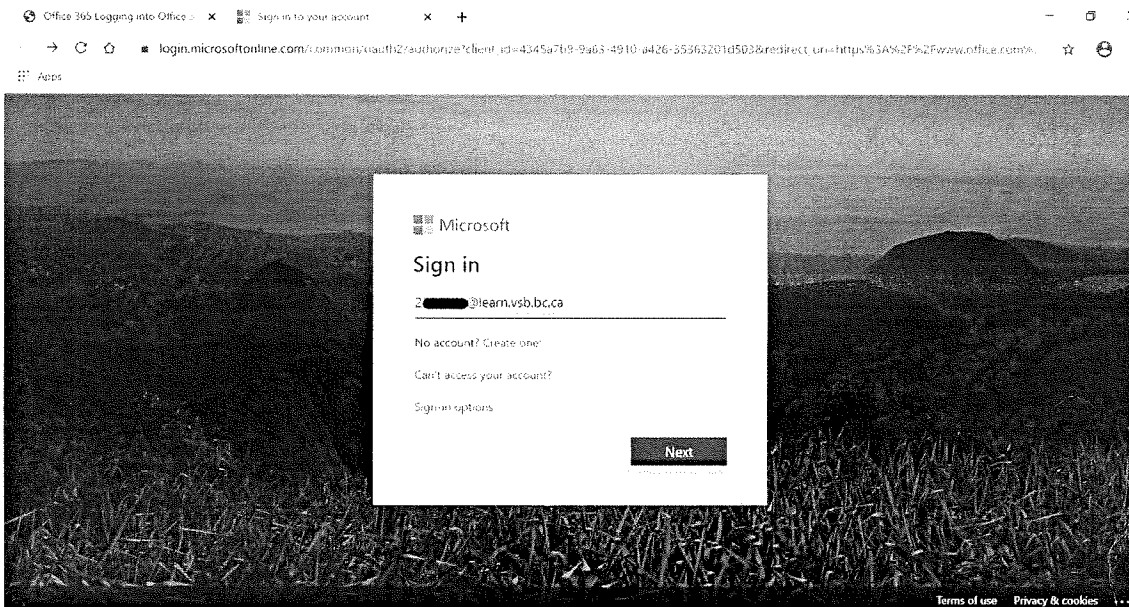


Getting Started with Microsoft Teams

Microsoft Teams is the learning environment we will be using to share learning materials, collaborate, communicate and submit learning products. Below are some ways to get started using Teams.

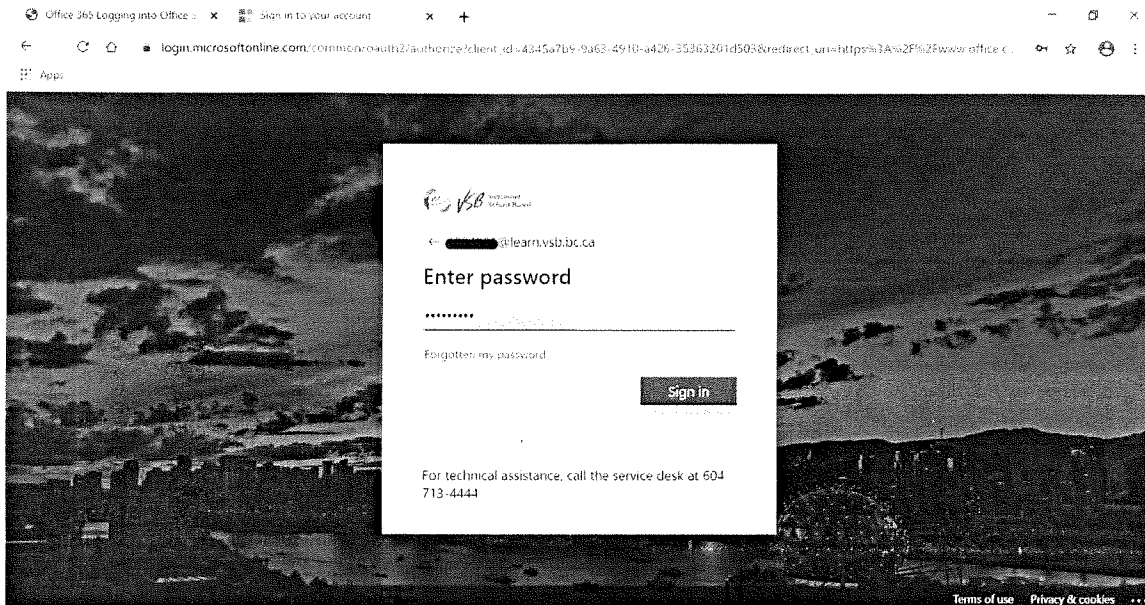
Web Browser

- 1) Go to <https://govsb.ca/o365login> to arrive at the page pictured below
- 2) Type in your VSB account email address: *student number@learn.vsb.bc.ca* (Ex. 1234567@learn.vsb.bc.ca) → 'Next'

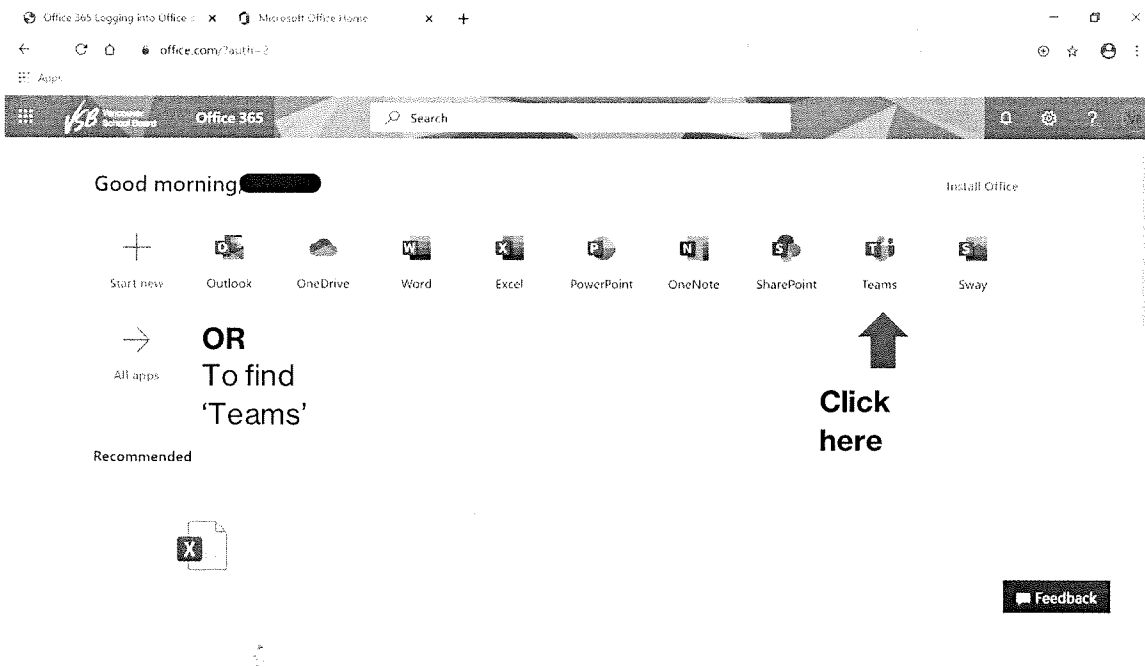


3) Enter your account password → 'Sign in'

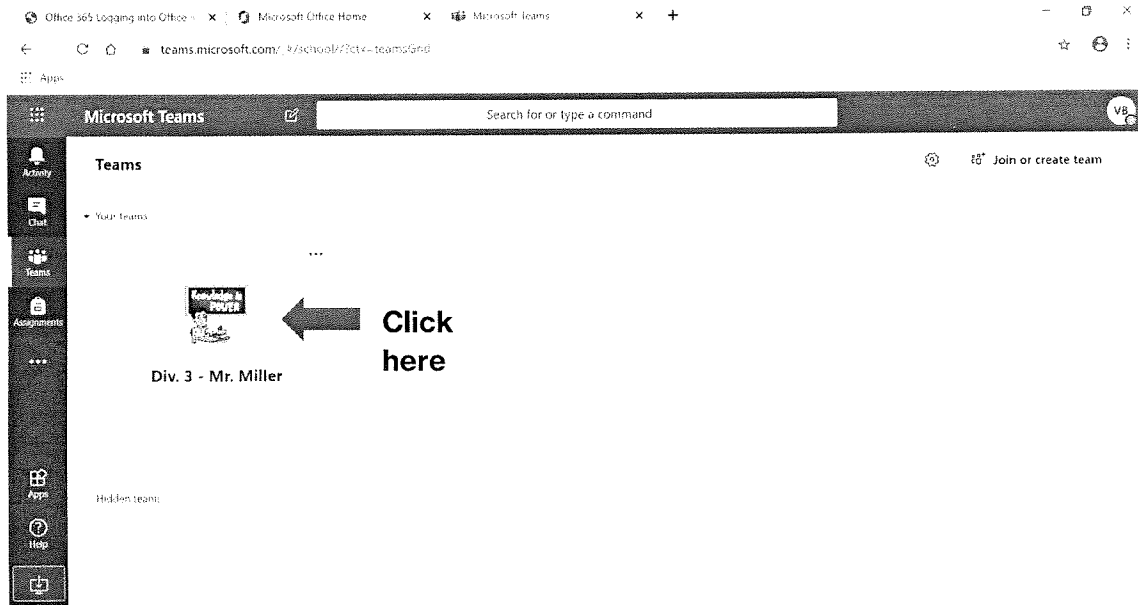
Reset your own password, if you've forgotten it, using: <https://studentpass.vsb.bc.ca> with your PEN number (different from your student number) and birth date.



4) Click on the purple icon for *Teams* (if it doesn't appear click on All apps)



5) You should arrive at the screen showing all of your 'Teams'. Click on a team tile to access it.



Microsoft Teams is also available as a desktop app (Windows and Mac computers) and mobile app (iOS and Android).

- 1) Download the app for your device from the appropriate link below.
- 2) Login by following steps #2 & 3 above using your VSB login.

Windows or Mac Computers

<https://products.office.com/en-ca/microsoft-teams/download-app#desktopAppDownloadregion>

iOS (iPhone/iPad)

<https://apps.apple.com/us/app/microsoft-teams/id1113153706>

Android

https://play.google.com/store/apps/details?id=com.microsoft.teams&hl=en_CA

Learn more features

Use the [Microsoft Student Help Center](#).

- [True teamwork in Microsoft Teams](#)
- [Using Teams for Distance Learning](#)