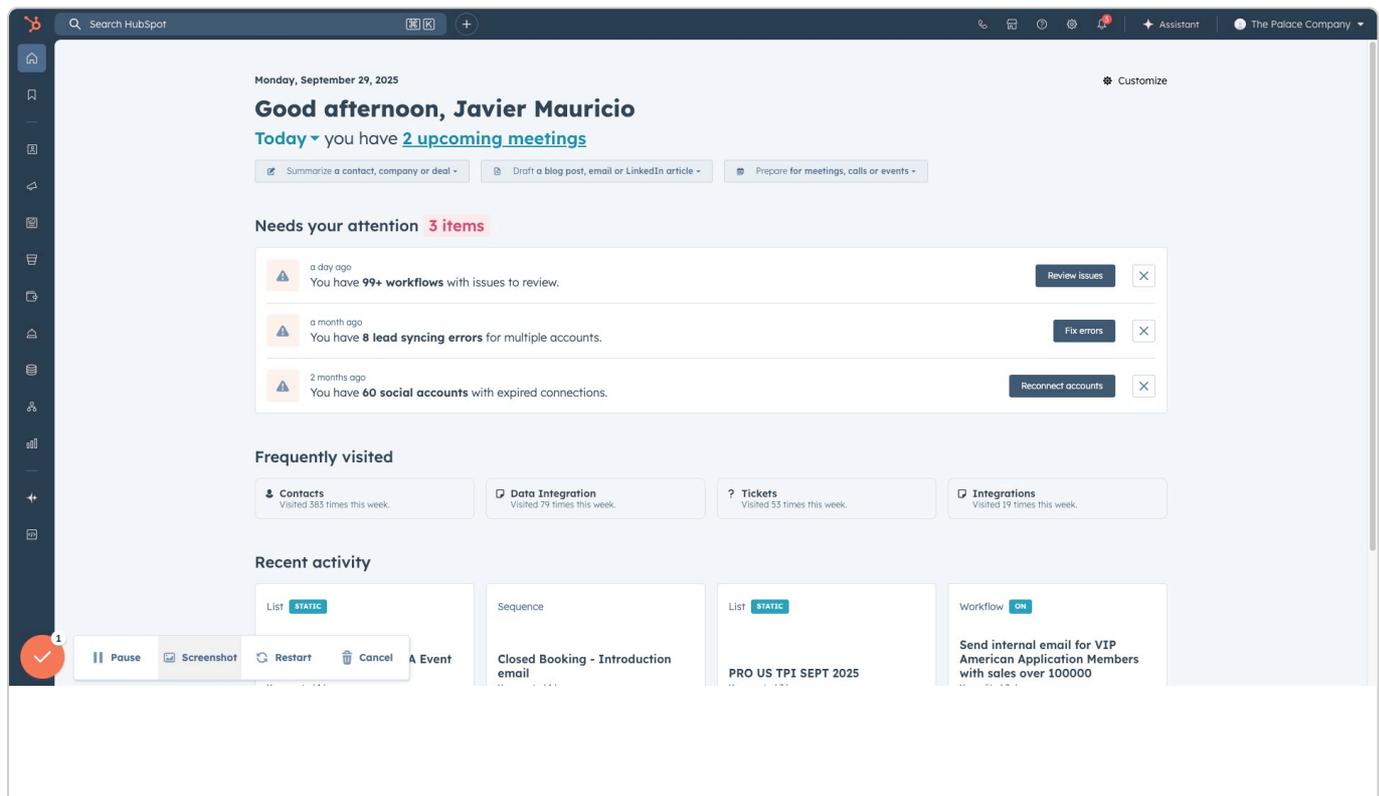


Guide - How to connect Microsoft Teams

Última actualización: 29 de sep. de 2025

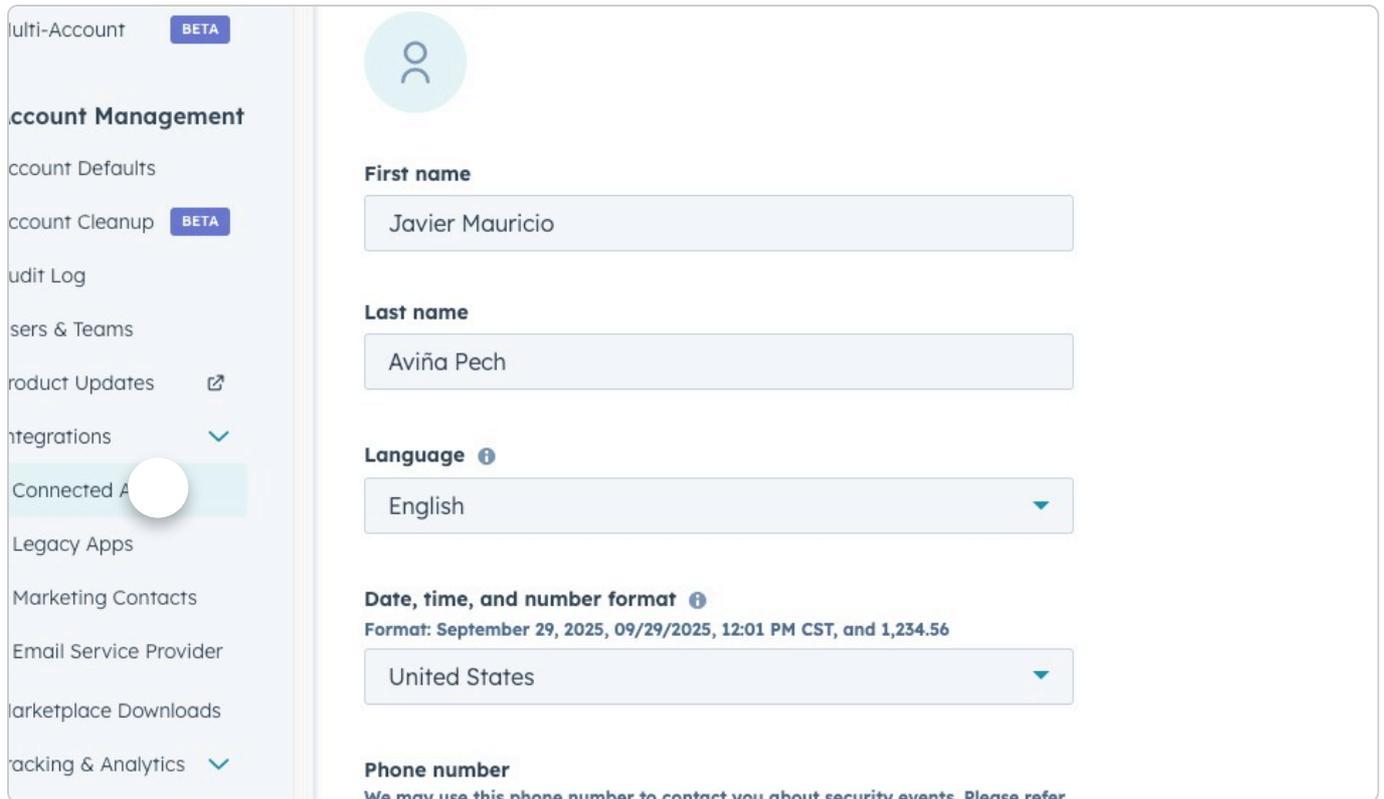
1 Go to settings from the Global Home View

From the global home view, you need to make click on the gear icon which is located in the right upper corner next to the notifications icon(bell)



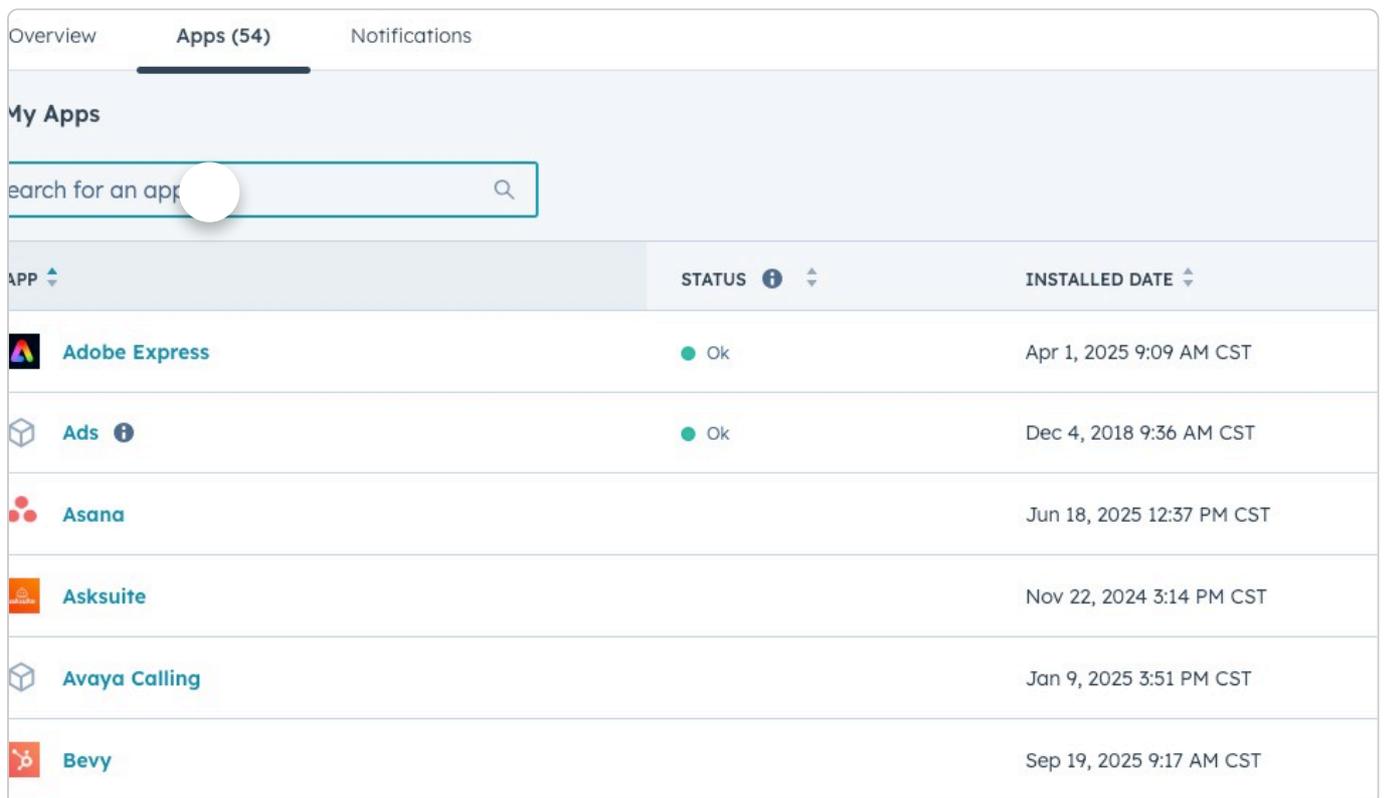
2 Click on Account Management

We need to select Connected Apps



The screenshot shows the 'Account Management' page. The left sidebar contains a list of navigation items: Multi-Account (BETA), Account Management, Account Defaults, Account Cleanup (BETA), Audit Log, Users & Teams, Product Updates, Integrations, Connected Apps (highlighted with a white circle), Legacy Apps, Marketing Contacts, Email Service Provider, Marketplace Downloads, and Tracking & Analytics. The main content area shows a user profile for 'Javier Mauricio Aviña Pech' with fields for First name, Last name, Language (English), and Date, time, and number format (United States). A 'Phone number' field is partially visible at the bottom.

3 Click on the search bar

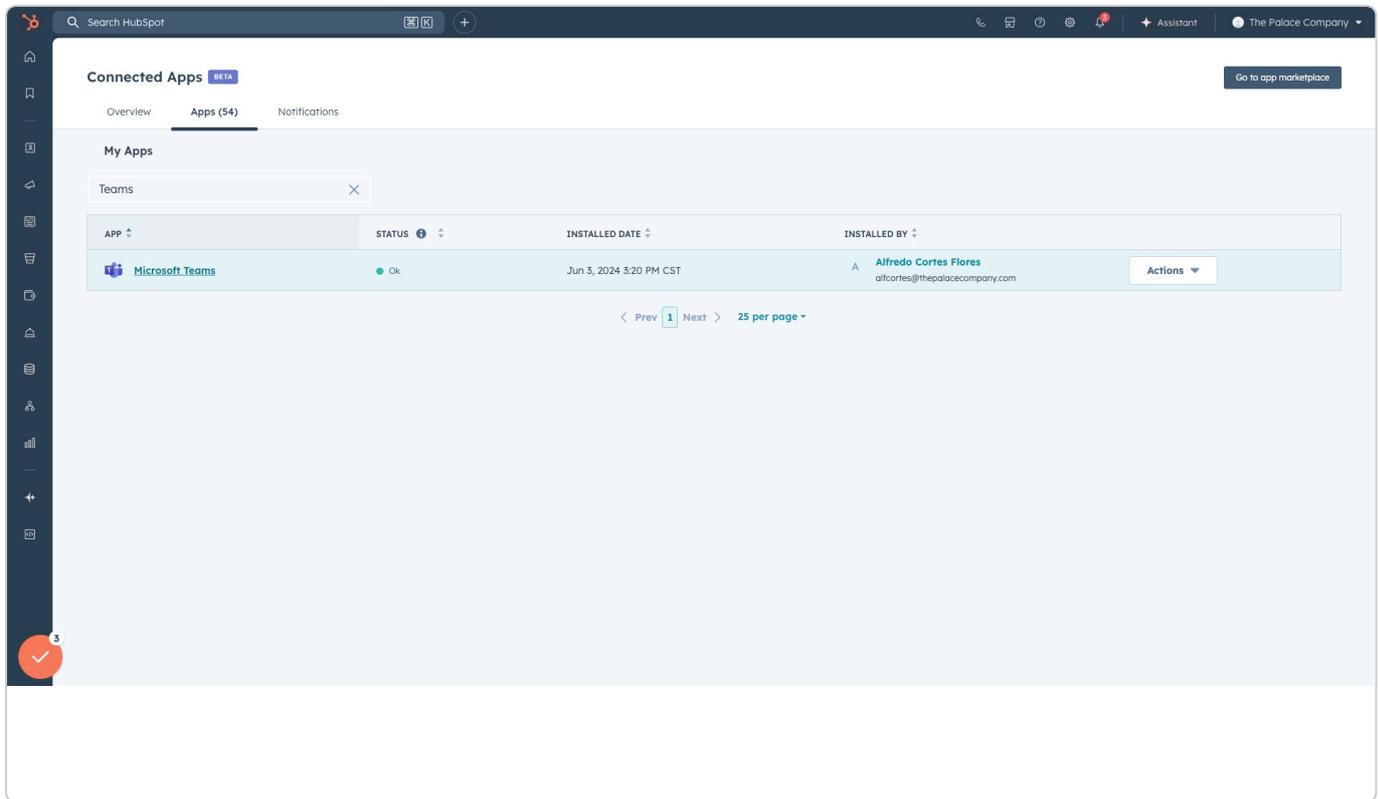


The screenshot shows the 'My Apps' page with a search bar highlighted by a white circle. The search bar contains the text 'Search for an app'. Below the search bar is a table of installed apps.

APP	STATUS	INSTALLED DATE
 Adobe Express	● Ok	Apr 1, 2025 9:09 AM CST
 Ads	● Ok	Dec 4, 2018 9:36 AM CST
 Asana		Jun 18, 2025 12:37 PM CST
 Asksuite		Nov 22, 2024 3:14 PM CST
 Avaya Calling		Jan 9, 2025 3:51 PM CST
 Bevy		Sep 19, 2025 9:17 AM CST

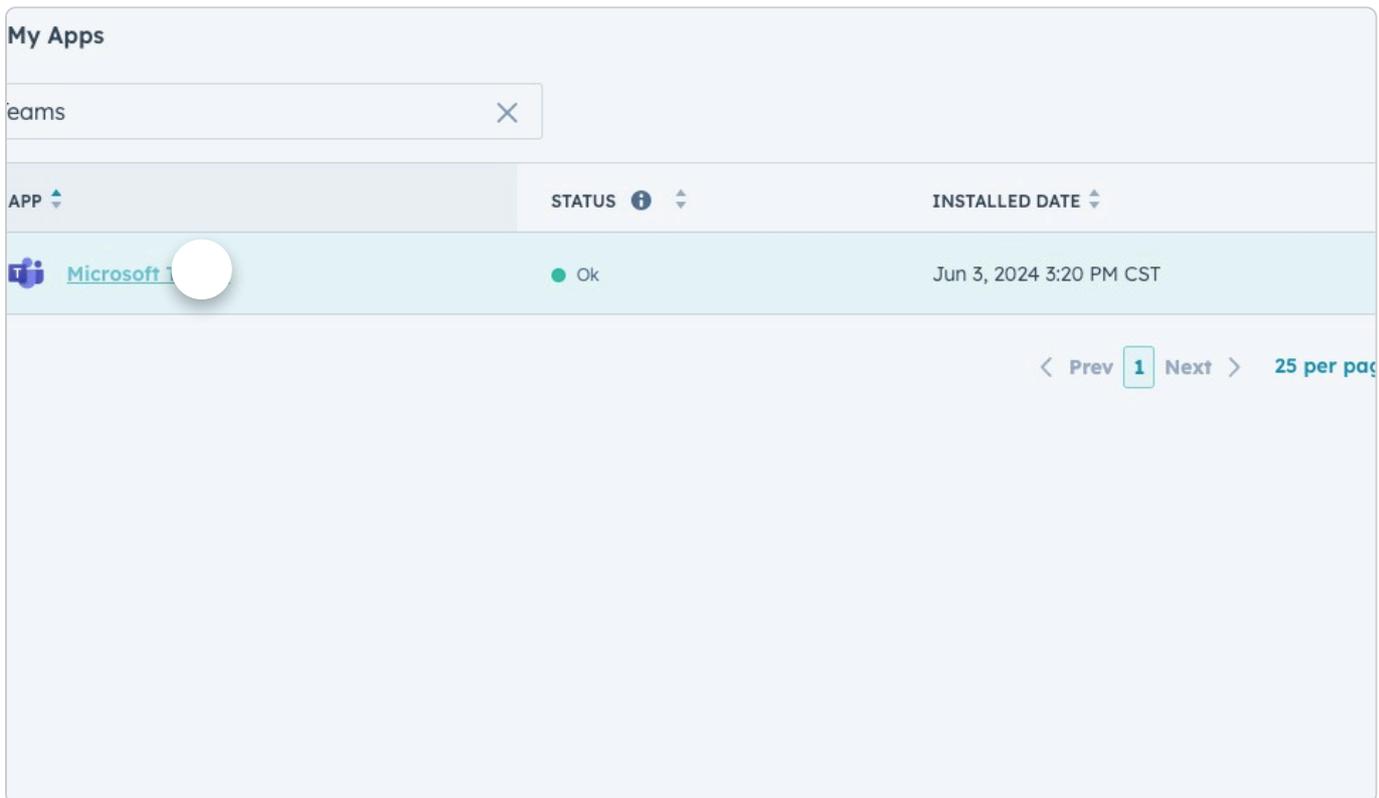
4

Type Microsoft Teams



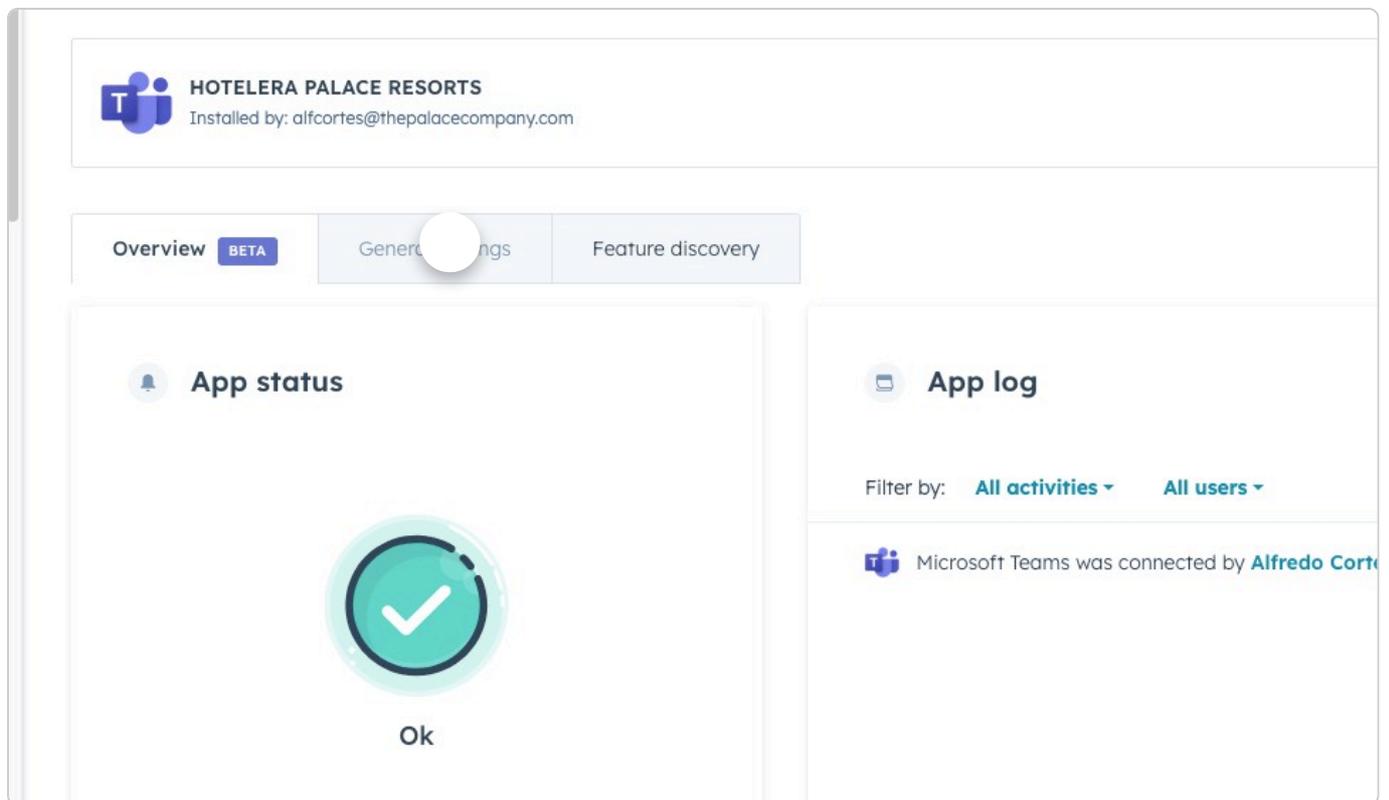
5

Click on Microsoft Teams



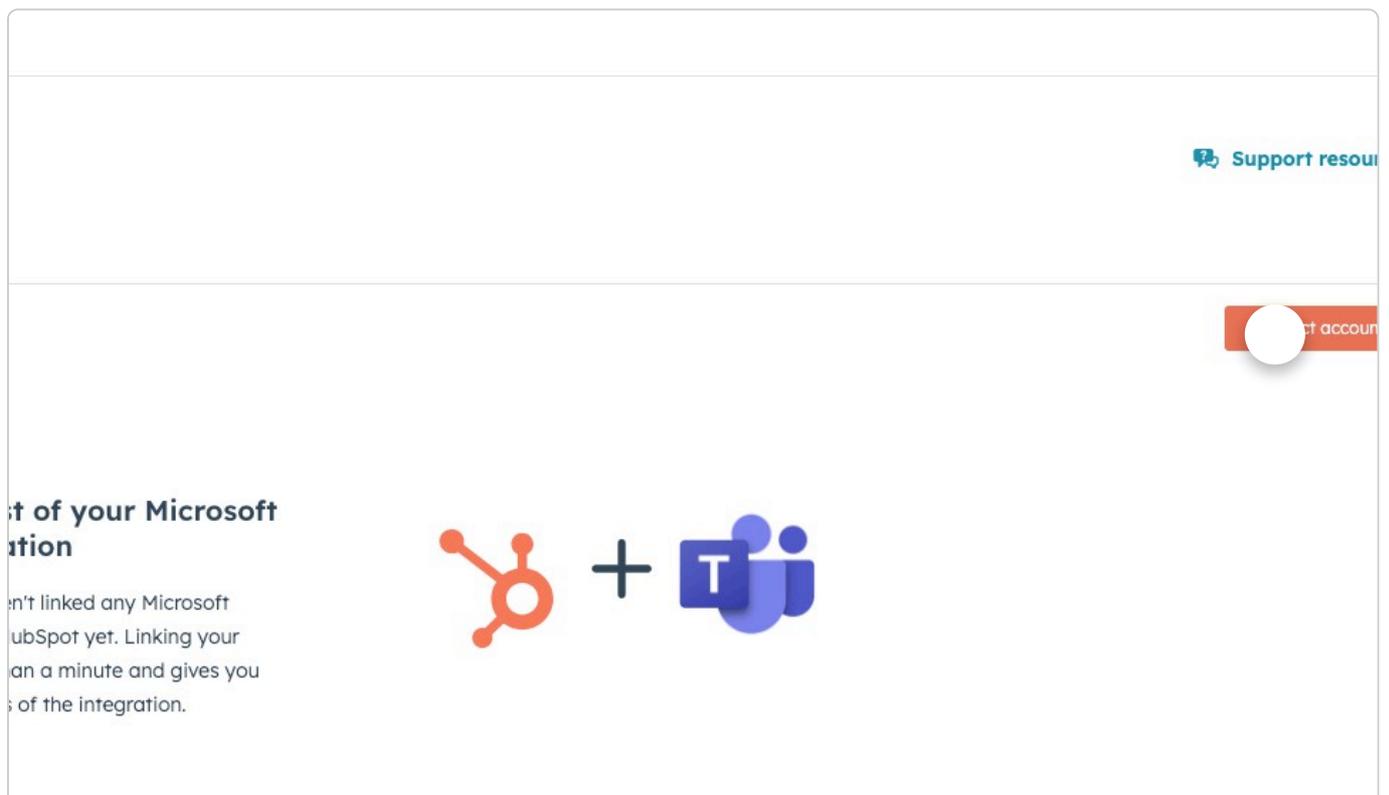
6

Click on General settings



7

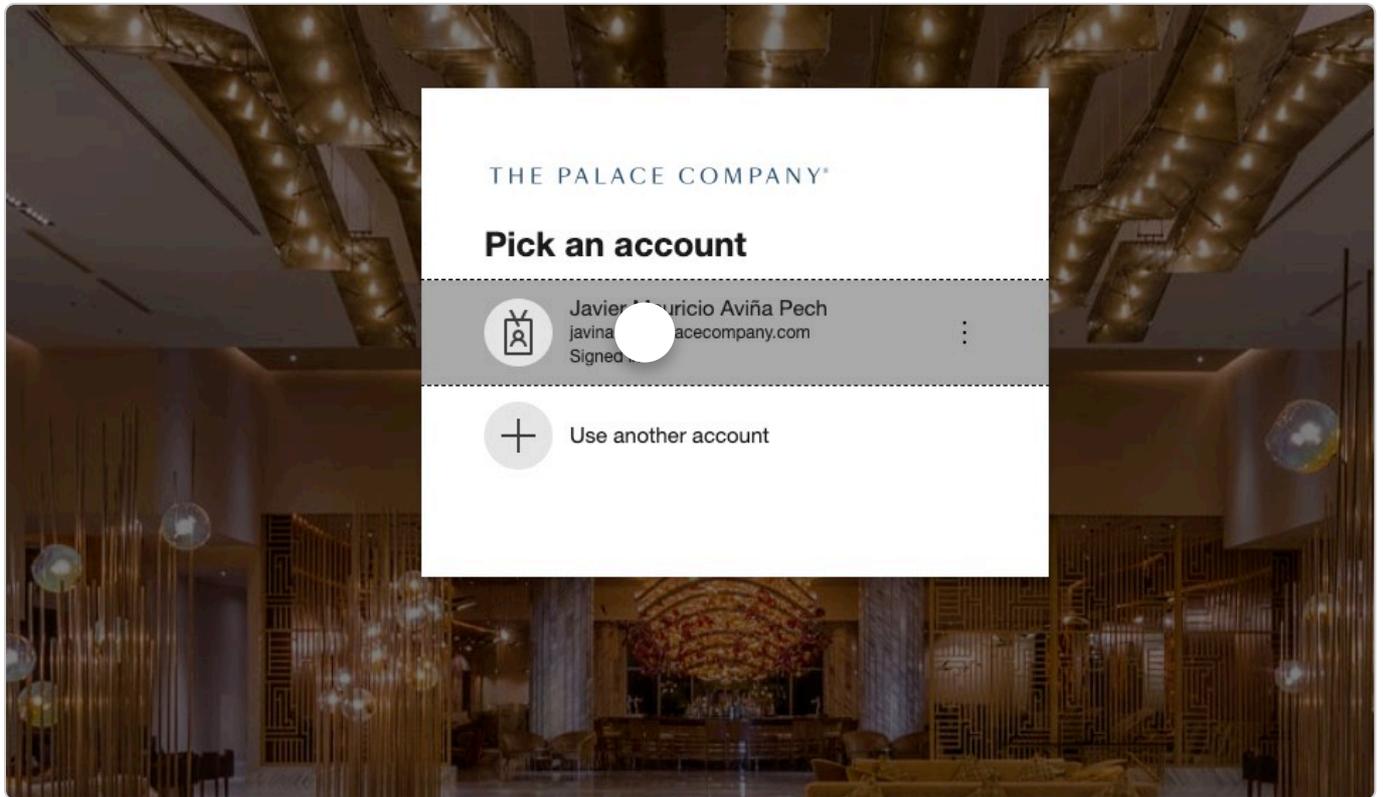
Click on Connect account



8

Navigate to Sign in to your account

9 Click on Sign in with your work account.



10 Microsoft Teams Connected account

Here's how your view should appear when you successfully connect your account.

