

Joining the webinar if you do not have a Teams account

Using a web browser

If you don't have a Teams account, you can join a Teams meeting using a web browser. You can use either Microsoft Edge or Google Chrome.

1. To join the webinar, click the link **Join the webinar** in the email.
2. This opens a page in your default web browser where you can choose to either **Continue on this browser, Download Teams, or Open Teams**. Click **Continue on this browser** to join on the web. Your device may ask if it's okay for Teams to use your mic and camera. If you are participating in the event, please allow the use of the mic and camera. When joining a webinar, you do not need to use the mic or camera.
3. Enter your name and choose your audio and video settings. Select **Computer audio** if you wish to listen using your PC or laptop speakers. Select **Phone audio** if you want to listen to the webinar on your mobile phone.
4. Click **Join now** to join the meeting.
5. Depending on the organiser's settings, you may join the meeting right away or go to the lobby where the meeting organiser can admit you.

Using the Mobile app

If you don't have a Teams account, you can join a Teams meeting on the mobile app.

1. To join the webinar, click the link **Join the webinar** in the email.
2. If you already have the Teams mobile app, the meeting will open in the app automatically. If you don't have the app, you'll be taken to the app store or a Microsoft Teams page where you can download it. Your browser may ask if it's okay for Teams to use your mic and camera. If you are participating in the event, please allow the use of the mic and camera. When joining a webinar, you do not need to use the mic or camera.
3. Next, you'll be given two options for joining your meeting: **Join as a guest** or **Sign in and join**. Choose **Join as a guest**.
4. Enter your name then tap **Join meeting** to join the meeting.
5. Depending on the organizer's settings, you may join the meeting right away or go to the lobby where the meeting organizer can admit you.

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Using the Desktop app

Once you have registered, Snap Surveys will send an email containing the link to join the webinar or event.

1. To join the webinar, click the link **Join the webinar** in the email.
2. If you already have the Teams desktop app, the meeting will open in the app automatically.
3. Otherwise, this opens a page in your default web browser where you can choose to either **Continue on this browser**, **Download Teams**, or **Open Teams**. Click **Download Teams** to download the app to your desktop.
4. If you are not already signed into Teams, select **Sign in** to join the webinar.
5. Depending on the organiser's settings, you may join the meeting right away or go to the lobby where the meeting organiser can admit you.

Using the Mobile app

To join the webinar Teams meeting on mobile you'll need to download and install the Teams mobile app. The Microsoft Teams app is available for Apple iOS and Google Android mobile devices.

1. To join the webinar, click the link **Join the webinar** in the email.
2. If you already have the Teams mobile app, the meeting will open in the app automatically. If you don't have the app, you'll be taken to the app store or a Microsoft Teams page where you can download it. Your device may ask if it's okay for Teams to use your mic and camera. If you are participating in the event, please allow the use of the mic and camera. When joining a webinar, you do not need to use the mic or camera.
3. If you have a Teams account, tap **Sign in and join** to join the webinar.
4. Depending on the organizer's settings, you may join the meeting right away or go to the lobby where the meeting organizer can admit you.