

How to: Download and install Teams on a Windows computer

- 1) Go to: <https://teams.microsoft.com/downloads>
- 2) In the purple background banner you'll see the button to download Teams. Click the button once to start the download



- 3) Depending on your internet browser, you may be asked to save a file. Or, your download may start automatically. Wait for the download to finish, then double-click on the file to start the installation.
- 4) Follow the install instructions
- 5) The first time you start Microsoft Teams, you will need to sign in. Type in your full myBVC email address (eg: j.smith123@mybvc.ca) and your myBVC password (the same password you use for D2L)