



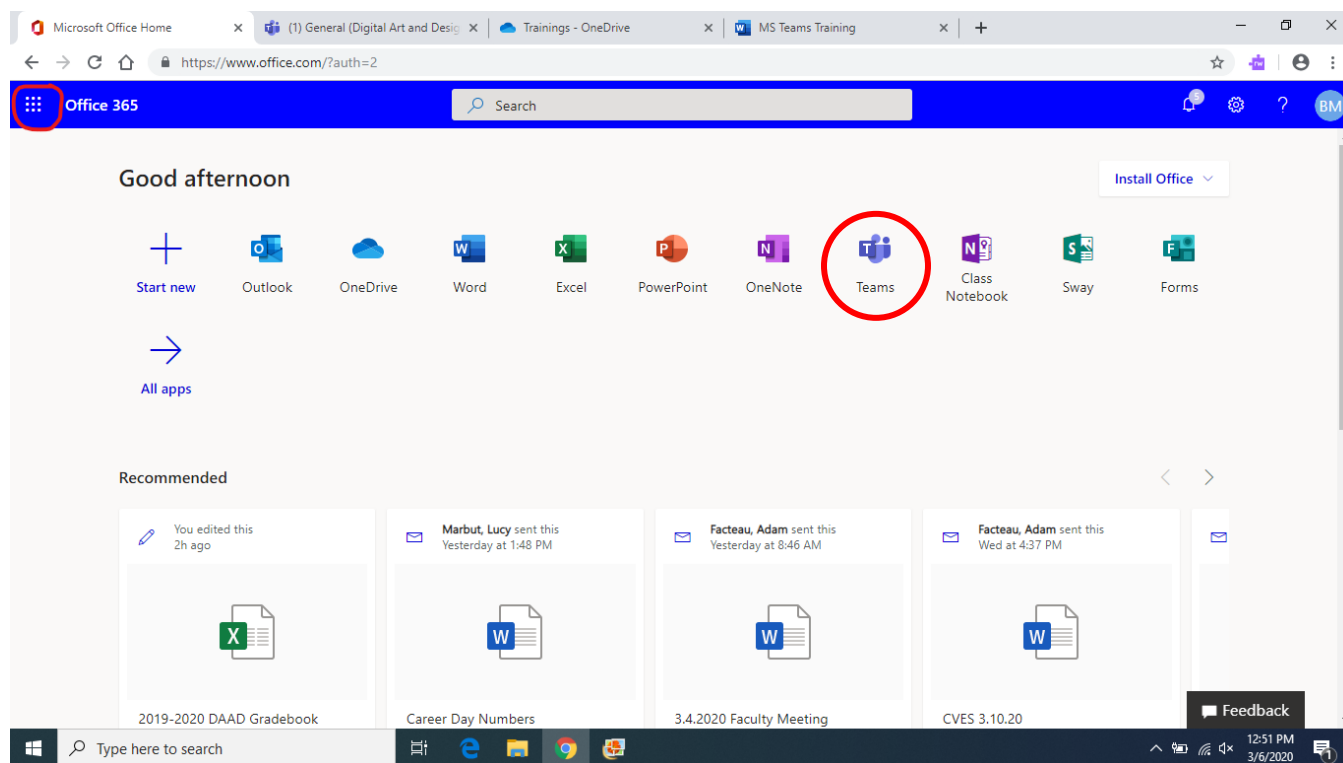
Student Introduction to Microsoft Teams

Getting Started

Once you have signed an acknowledgment of our Acceptable Use Policy, you will be provided a CV-TEC username and password. Using this information, you will be able to access your CV-TEC program of study on our Microsoft Teams platform. Follow the instructions below on how to find it.

Where is Teams?

1. Start by going to office.com and log in using your **email address (username@cves.org)** and **password**.
2. **Teams** should be listed as one of the main apps. If you can't find it, either click **All apps** or click the **Microsoft Waffle button** in the upper left corner.



3. Once the app has loaded, you will see all the teams to which you belong, Click on them to learn more about your CV-TEC program.
4. If you use a PC, you can download the Teams desktop app. You can also download the mobile app for Android or iOS.