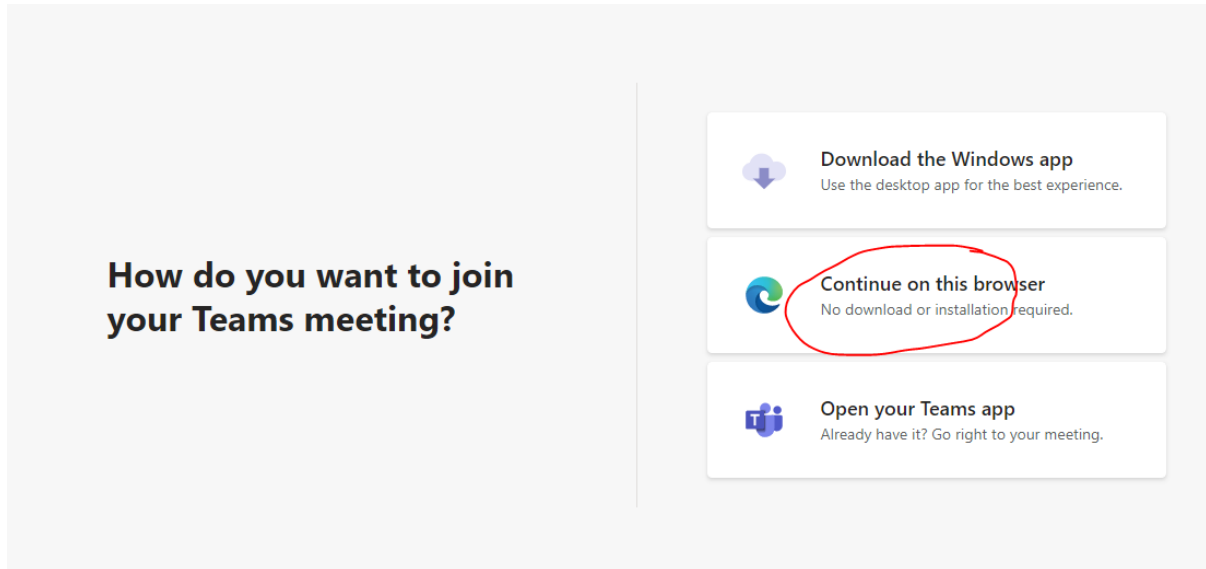


## Instructions to join a Teams Meeting:

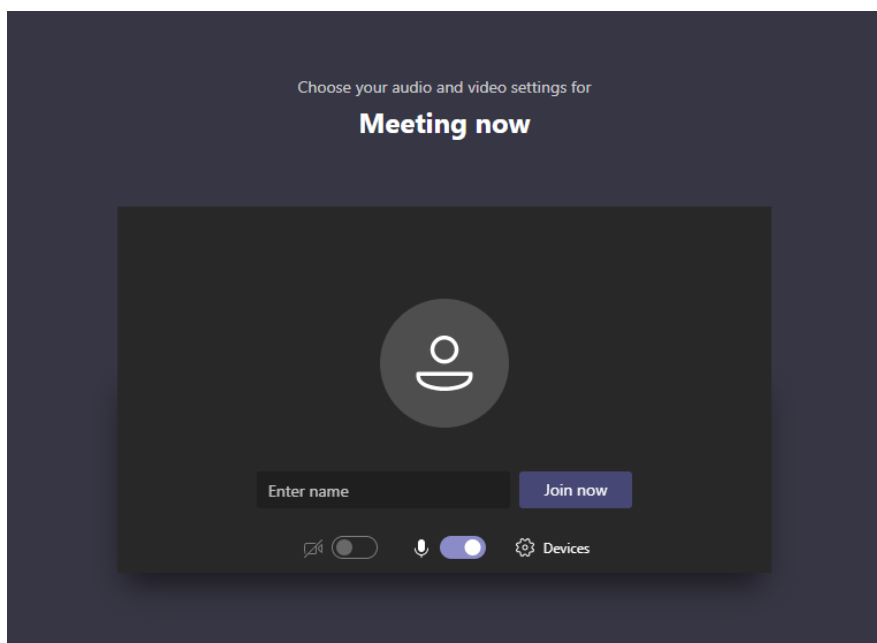
You will receive an email invitation which will include the link to the Microsoft Teams Meeting.

Click on the link and it will take you to the following window:



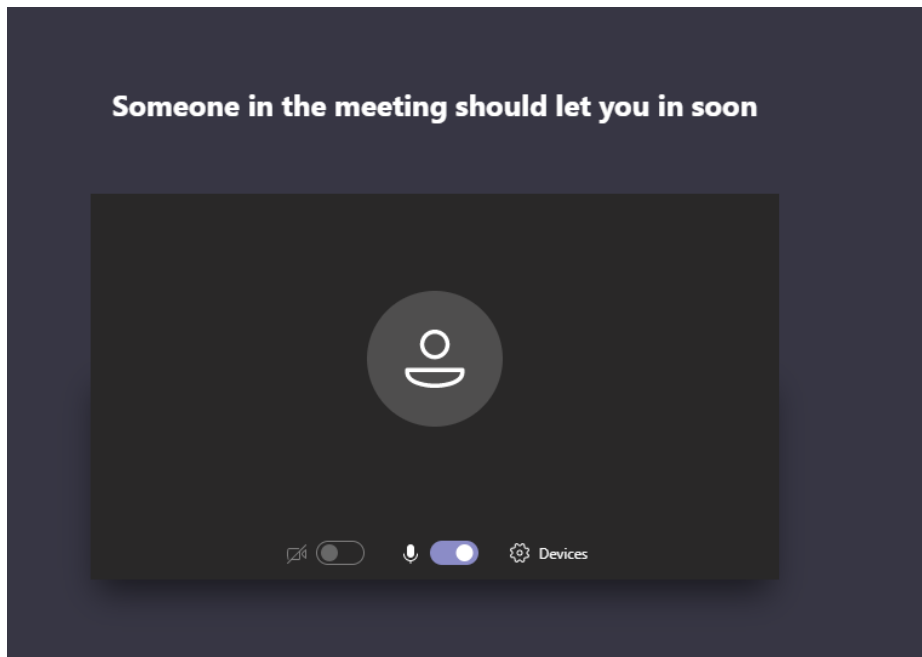
Please choose 'Continue on this browser'

This will take you to the following Window:



**Please ensure you have allowed access to your camera and microphone.**

In the 'Enter Name' field, please enter your full name and click Join Now.



This will admit you to the virtual lobby. The meeting organiser will admit you to the meeting at the time arranged.

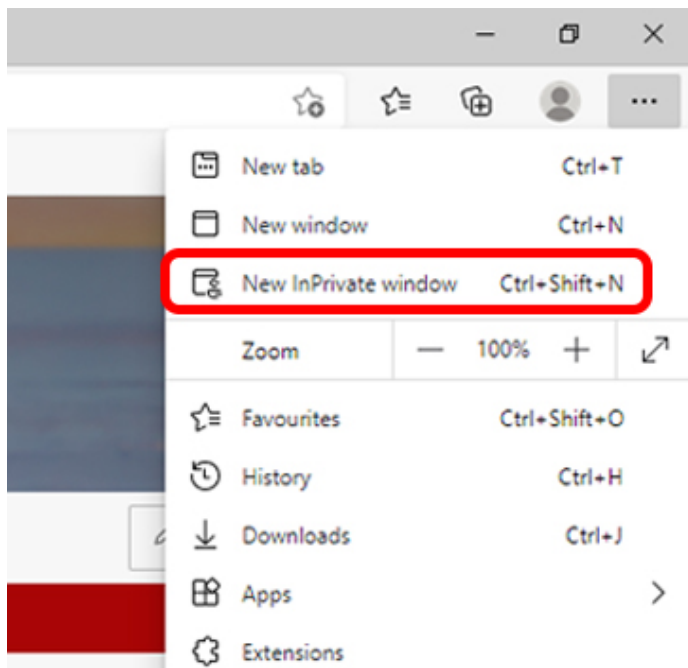
**PLEASE NOTE:**

If you have an existing Microsoft Teams account provided by your existing school, It may be beneficial to open a Private/Incognito window in your web browser to enable you to join our aptitude workshop event without it conflicting with any settings administered by your existing school.

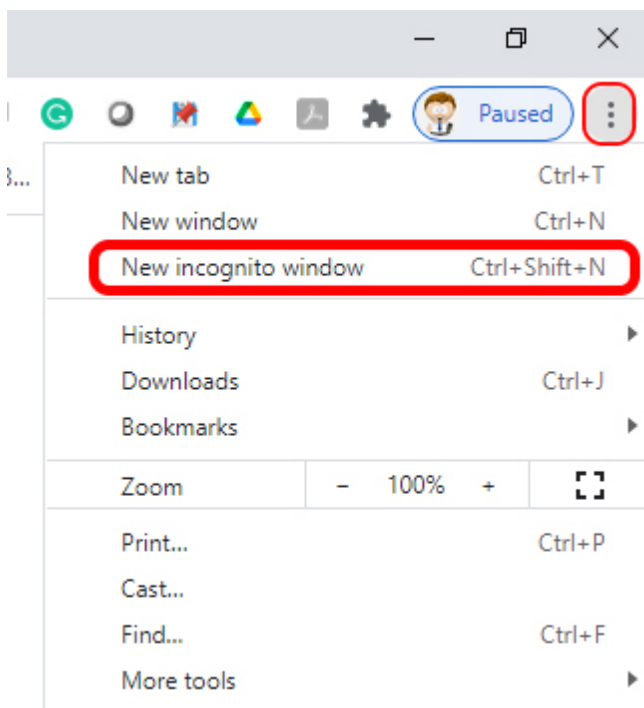
To do this on your laptop, assuming you are using either Google Chrome browser or Microsoft Edge browser, please follow these steps:

Click the 3 dots in the top right-hand corner and choose “New InPrivate Window” (Edge) or “New Incognito window” (Chrome) – Screenshots of both below:

## Microsoft Edge



## Google Chrome



Once you are in your private browsing window, copy and paste the link provided to you for your Aptitude Workshop and choose to “Continue on this browser” as below:

## How do you want to join your Teams meeting?



### Download the Windows app

Use the desktop app for the best experience.



### Continue on this browser

No download or installation required.



### Open your Teams app

Already have it? Go right to your meeting.