

Guidance to accessing Teams on a Mac

Some users have reported issues with using Teams on a Mac. If Users are using the Safari browser to access the Web App of Teams, it does not support 1:1 calls and will only support incoming video. Teams is not supported with Firefox.

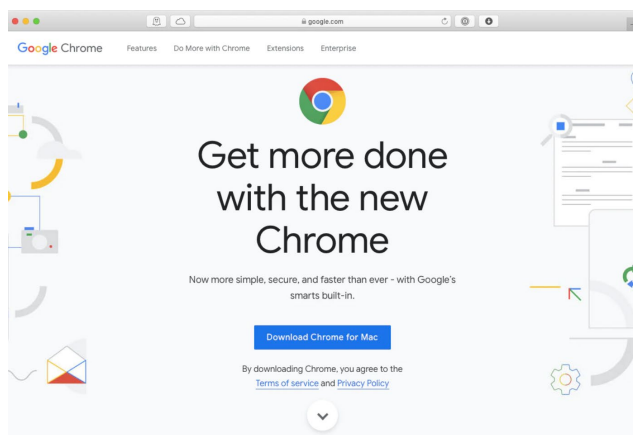
We recommend the use of Chrome browser to access Teams on a Mac. There is a Desktop App available, however the Web App is our most tried and tested method of using Teams on a Mac.

The Edge browser for Mac also works.



Installing Chrome

1. Open Safari (or other web browser) then navigate to google.com/chrome
2. Select Download Chrome for Mac
3. A new window will appear asking you to agree to the Terms of Use. If you agree, click on Accept and Install.
4. When the Chrome for Mac download is finished, open the file called googlechrome.dmg and go through the installation process
5. Drag the Chrome icon to the Applications folder when asked — the last step before you finally have Chrome on Mac
6. Launch Google Chrome from Applications or straight from your Dock



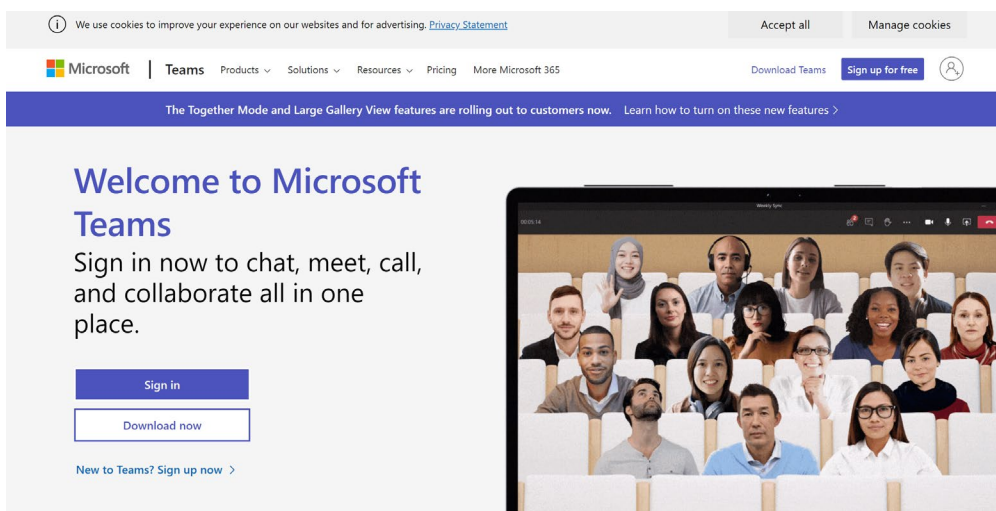
7. Remove the Google Chrome download for Mac from the Downloads folder by dragging it to the Trash

Accessing Teams via Chrome

1. Login into Office 365 – type in <https://portal.office.com/>
2. Sign into Outlook (to check if you have a Teams invite from your teacher)
3. Sign in using your student ID i.e. 12345678@stu.sparsholt.ac.uk select next
4. Your password is your college password then select Sign in
5. Check for an email invite and this should send you to Teams.
6. Here is a useful link to a Microsoft video about first using Teams
<https://www.youtube.com/watch?v=qx8xHpRMFHU>

Accessing Teams directly in Chrome

1. Teams can be access directly by searching for Teams/login
2. Click on Sign in to continue to use Chrome to access the Teams Web App



3. Sign in using your student ID i.e. 12345678@stu.sparsholt.ac.uk select next
4. Your password is your college password then select Sign in
5. After this point it should remember who you are next time you log in.

Teams across platforms

If you have an Android or iPhone you can access Teams also in the Chrome browser, or by downloading the App from your store. For messaging on a phone, the app is a convenient tool to see your messages instantly. You can mix and match platforms, Teams will still access your college account across all devices.

The best experience for classroom experience on a Mac is the Web App using Chrome, although you can use the App on a Mac too.