

Microsoft Teams

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Why use Microsoft Teams? Your new hub for team files, conversations, relevant details and meetings. All in one place, wherever you go.

Microsoft Teams boasts deep and impressive integrations with the rest of the Microsoft suite:

- Chat privately one-on-one or have instant group conversations. Join meetings with HD audio and video, all in one place, instead of multiple apps.
- From any conversation (Chat or eMail) you can book a Teams Meeting through Outlook with the participants.
- From a meeting, you can directly launch a Teams video conference or conference call with the participants. (replacing Skype for Business/Lync).
- You can see all the files shared within a team/channel.
- The Teams Chat feature have several significant benefits:
 - Microsoft Teams supports rich formatting, so you can format your chat messages the same way you would an email.
 - You can also bring emails into the conversation right from Outlook.
 - The activity feed will keep you posted on all the conversations in which you've been mentioned, so you can pick up your phone or PC and see what's new. The little red "@" signs help you quickly scroll to wherever your name is mentioned.
 - The Activity Log on the mobile app makes staying up-to-date simple. Notifications keep you informed of recent changes to conversations you're involved in such as @mentions, replies, and likes.
- File Collaboration: Files you share in a channel are stored in your team's SharePoint folder. Files that you share in a private or group conversation are stored in your OneDrive for Business for the people in that conversation.
- Many other services are available to be brought into Teams—OneNote, PowerPoint, Excel, Trello, GitHub, Bing News, and many more. With Office 365 Connectors, you can connect your favorite apps and services. You can even access data pulled from Power BI, Microsoft's data-dashboard software, straight from within the chat interface, so you can assign tasks based on it.

Turner Time provides Group Training (in person & via webinar) AND 1:1 Coaching & Consulting to help you implement/enhance Teams Productivity.