



Technical instructions for the connection with Microsoft Teams



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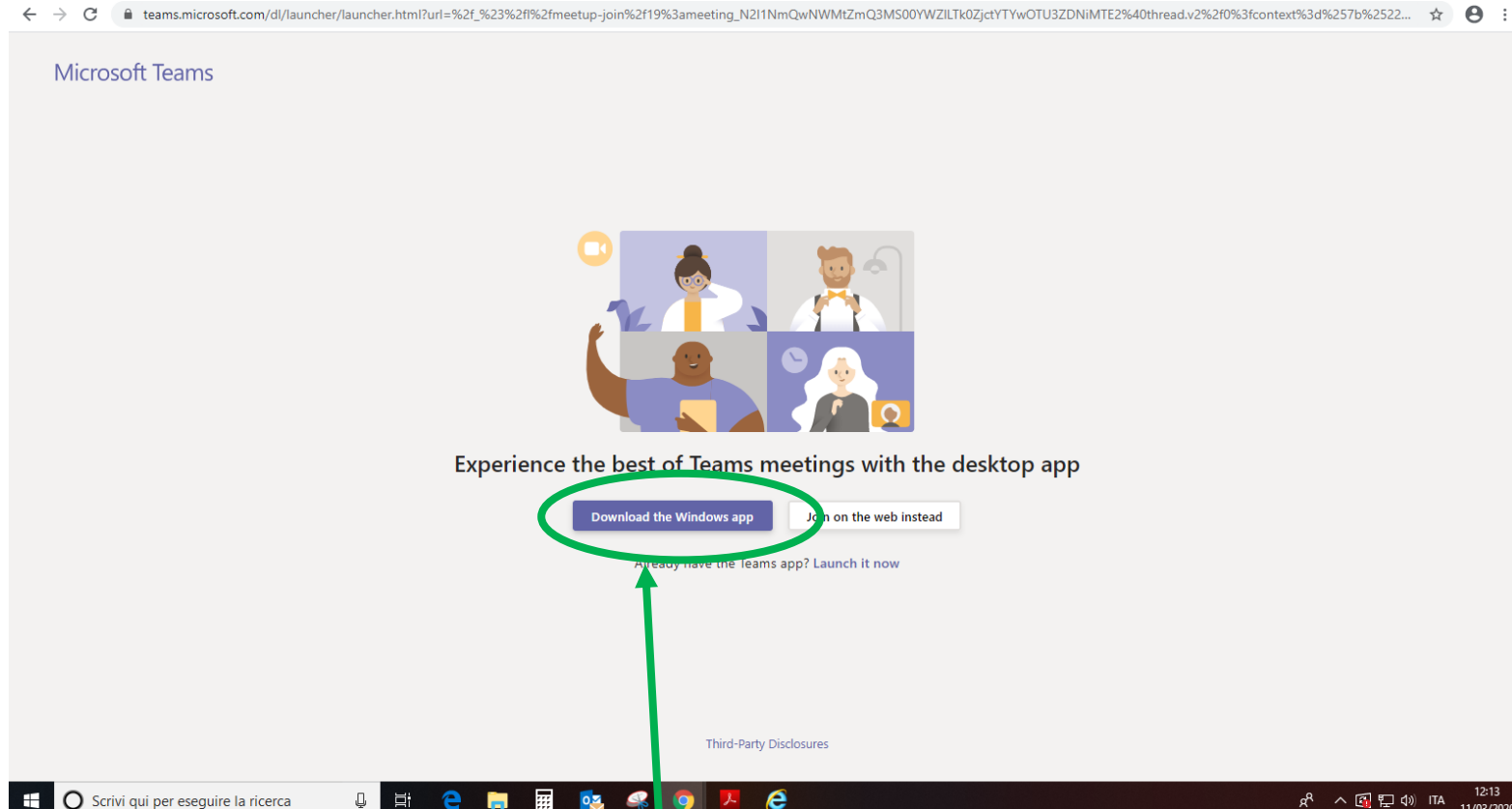
How to connect to Microsoft Teams

(Please find a brief guideline below)

- Use a computer equipped with microphone and camera (external or integrated)
- If possible, connect your PC to an Ethernet cable (not Wi-Fi) to avoid loss of connection during the meeting
- Connect to Microsoft Teams using the link published on the website and follow the instructions below



1. From your PC click [here](#) (extended link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2I1NmQwNWMtZmQ3MS00YWZILTk0ZjctYTYwOTU3ZDNIITE2%40thread.v2/0?context=%7b%22Tid%22%3a%226008a466-8746-4d57-b5df-1425d8c85cf5%22%2c%22Oid%22%3a%221b30cfe2-24bf-447b-badd-2dd6b92515d4%22%7d). The following screen will appear:



2. Click the button “Download the Windows app”

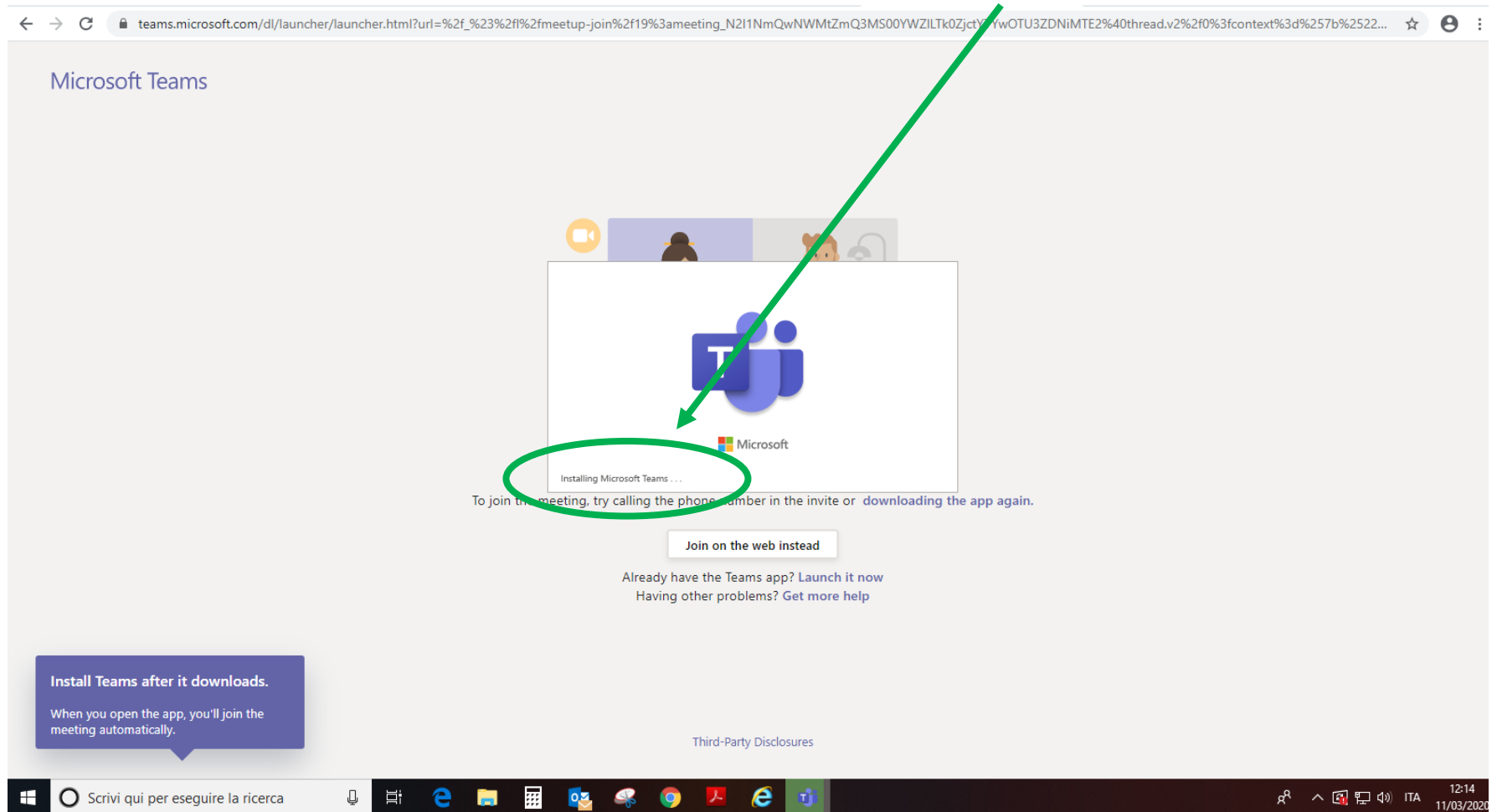


3. Please wait until the application is downloaded

The screenshot shows a web browser window displaying the Microsoft Teams meeting page. The URL in the address bar is `teams.microsoft.com/dl/launcher/launcher.html?url=%2f_%23%2f%2fmeetup-join%2f19%3ameeting_N2i1NmQwNWMtZmQ3MS00YWZILtK0ZjctYTU3ZDNiMTE2%40thread.v2%2f0%3fcontext%3d%257b%2522...`. The page content includes the Microsoft Teams logo, a grid of four avatars, and the text "Having trouble?". Below this, there is a button "Join on the web instead" and links for "Already have the Teams app? Launch it now" and "Having other problems? Get more help". A blue callout box on the left says "Install Teams after it downloads. When you open the app, you'll join the meeting automatically." At the bottom of the browser window, a download progress bar shows "Teams_windows_x...exe" with "59.8/95.3 MB, 5 secs left". A green circle highlights this progress bar, and a green arrow points from the callout box to it. The Windows taskbar at the bottom shows various application icons and the system tray with the date "11/03/2020" and time "12:13".



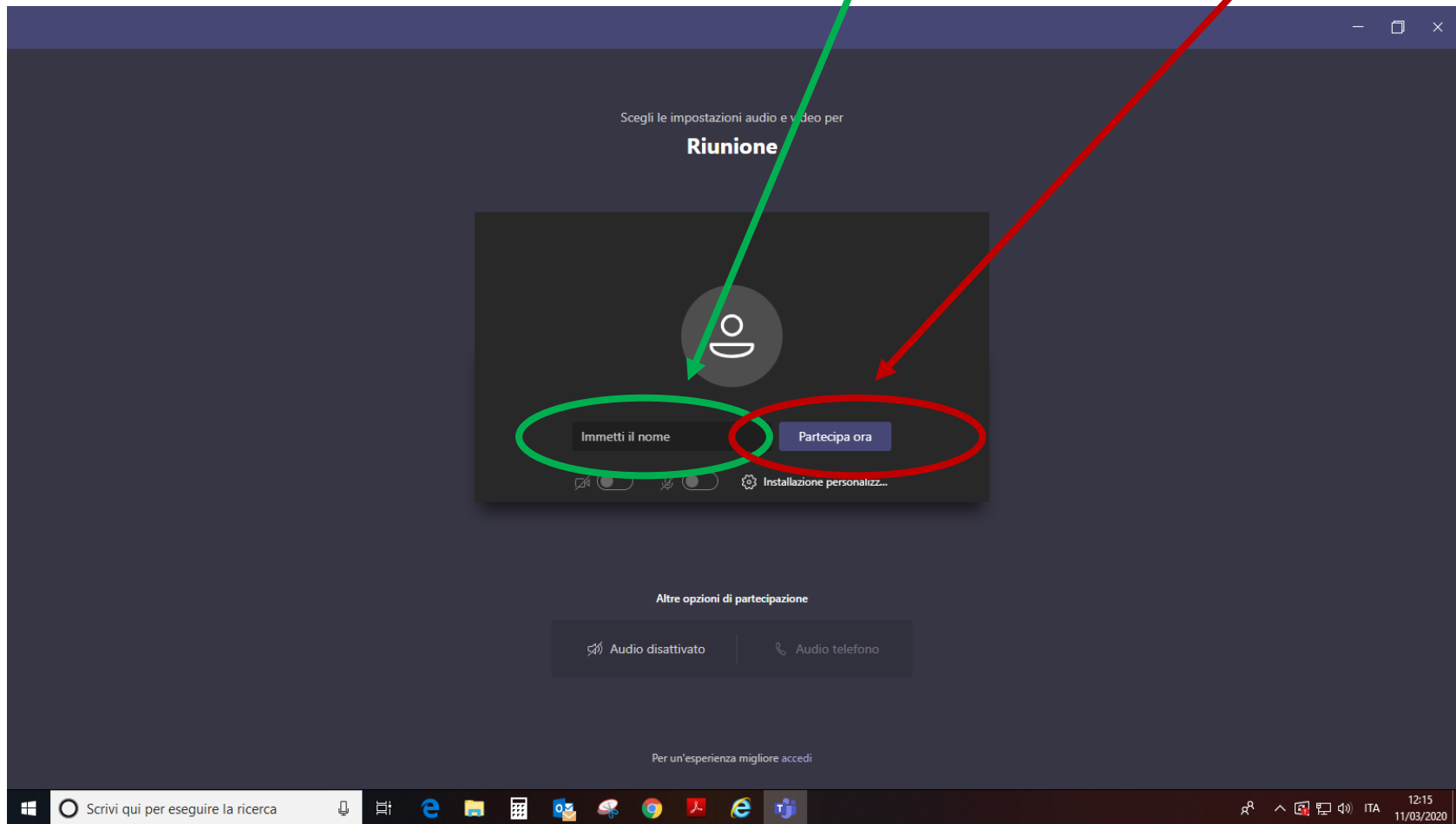
4. After the application has been downloaded, please wait for the **Installing of Microsoft Teams**



The screenshot shows a web browser window with the URL `teams.microsoft.com/dl/launcher/launcher.html?url=%2f_%23%2f%2fmeetup-join%2f19%3ameeting_N2i1NmQwNWMtZmQ3MS00YWZlTlR0ZjctYwOTU3ZDNiMTE2%40thread.v2%2f0%3fcontext%3d%257b%2522...`. The page title is "Microsoft Teams". The main content area features a large Microsoft Teams logo and a progress bar labeled "Installing Microsoft Teams ...". A green arrow points from the top right towards the progress bar, and a green circle highlights the progress bar. Below the progress bar, there is a button labeled "Join on the web instead" and text: "Already have the Teams app? Launch it now" and "Having other problems? Get more help". A blue callout box on the left says "Install Teams after it downloads. When you open the app, you'll join the meeting automatically." At the bottom, there is a Windows taskbar with various application icons and a system tray showing the time "12:14" and date "11/03/2020".



5. After Microsoft Teams has been installed, please **enter your name** and click on **“Partecipa ora”**



6. The following screen will appear. Please wait until the facilitator starts the interview

