



Microsoft Teams

With so many people working from home, we thought it might be helpful to talk a bit about Microsoft Teams.

Many of our clients have been annoyed by the persistent appearance of the Microsoft Teams app every time they log into their computers. Instead of ignoring the app, now might be a good time to start using it. You will be in good company. On March 19, Reuters reported that the app gained more than 12 million daily users in one week as more people worked from home. So, what's the hoopla about?

Teams is a chat-based collaboration tool that provides global, remote, and dispersed teams with the ability to work together and share information via a common space. You can utilize cool features like document collaboration, one-on-one chat, team chat and audio and video conferencing. It's a great way to communicate with others in your office via a Teams chat window, similar to instant messenger.

[Here is a great introduction to Teams](#), including a helpful video.

Microsoft Teams comes free with the **Office 365 Business Essentials, Office 365 Business Premium and Office 365 Enterprise** plans. For those who wonder what these three plans offer:

- Business Essentials is a subscription plan that licenses you to use the Office apps: Excel, Word, PowerPoint, Outlook, etc.
- Business Premium is a subscription plan that licenses you to use the Office Apps, PLUS it provides email service.
- 365 Enterprise E1, E3 and E5 are subscription plans for organizations with more than 300 employees. All plans include Teams. You can see what else they offer [here](#).

Many of our clients have an Office 365 Exchange Online Plan 1 (email only) and some of our clients have Office 365 Personal. These plans do not include Teams.

To add to the confusion, some of our clients have both Business Premium (includes Teams) and Exchange Online Plan 1 (does not include teams) assigned to different users in their company. That means that some users in the company will have the Teams app and others won't. Yeah, it's a bit confusing.

Here's an easy way to tell if your Office 365 plan includes Teams.

1. Open the control panel (click Start and then type **Control Panel** to search).
2. In control panel, **open Programs & Features**.
3. Scroll down to see if **Microsoft Teams** is installed. If it is, you have a plan that includes Teams.

Name	Publisher
Melodyne 4	Celemony Software GmbH
Melodyne Runtime 4.1 (x64)	Celemony Software GmbH
Microsoft Office 365 ProPlus - en-us	Microsoft Corporation
Microsoft OneDrive	Microsoft Corporation
Microsoft RichCopy 4.0	Microsoft Corporation
Microsoft Silverlight	Microsoft Corporation
Microsoft Support and Recovery Assistant for Office m...	Microsoft Corporation
Microsoft Teams	Microsoft Corporation
Microsoft Visual C++ 2008 Redistributable - x86 9.0.3...	Microsoft Corporation
Microsoft Visual C++ 2010 x64 Redistributable - 10.0....	Microsoft Corporation
Microsoft Visual C++ 2010 x86 Redistributable - 10.0...	Microsoft Corporation

Another way is to look for the Microsoft Teams shortcut on your desktop.



If you're still not sure, email us or give us a call. We'll be happy to help.

One more thing...

Microsoft is now offering a scaled down version of Teams for free. [You can read about it here.](#)

Referrals

TekResults owes much of our success to our loyal and enthusiastic clients. It's those of you who tell your friends about us that keep our company growing, and we'd like to say thanks. Just telling someone about us is all it takes. Just let us know you dropped our name and we'll drop a gift card in the mail for you to enjoy a great meal at a [Dante's restaurant](#). See... who said talk is cheap!

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