

## How to join a MS teams meeting without a Microsoft account

You can join a Teams meeting anytime, from any device, whether or not you have a Teams account. If you don't have an account, follow these steps to join as a guest.

### Desktop Computer

1. Go to the meeting invitation and select **„Join Microsoft Teams Meeting“ („An Microsoft Teams Besprechung teilnehmen“ in German or in the language your system is switched to)**
2. That'll open a web page, where you'll see two choices: **Download the Windows app** and **Join on the web instead (this is the option you will choose)**. If you join on the web, you can use either **Microsoft Edge or Google Chrome, other browsers (f.ex. Firefox and Safari) don't support this option**. Your browser may ask if it's okay for Teams to use your mic and camera. Be sure to allow it so you'll be seen and heard in your meeting.
3. When you're ready, hit **Join now**.
4. This will bring you into the meeting lobby. We'll notify the meeting organizer that you're there, and someone in the meeting can then admit you.



### Mobile device

1. Go to the meeting invitation and select **„Join Microsoft Teams Meeting“ („An Microsoft Teams Besprechung teilnehmen“ in German or in the language your system is switched to).**
2. If you don't already have the Teams mobile app, you'll be taken to your app store to download it.
3. Download the app and open it right from the app store page. Teams will ask if it's okay to use your mic. Be sure to allow it so others in the meeting will be able to hear you.
4. Next, you'll be given two options for joining your meeting: **„Join as a guest“** or **„Sign in and join“**. Choose **„Join as a guest“**.
5. Type your name and tap **„Join meeting“**.
6. To turn your video or mic on or off during the meeting, tap on the center of your screen to show the meeting controls. Tap again to hide them.
7. For **more joining options** please follow this [link!](#)

