Ipsos MORI

Joining a Microsoft Teams Call from a Computer (see end of document if using a MAC)
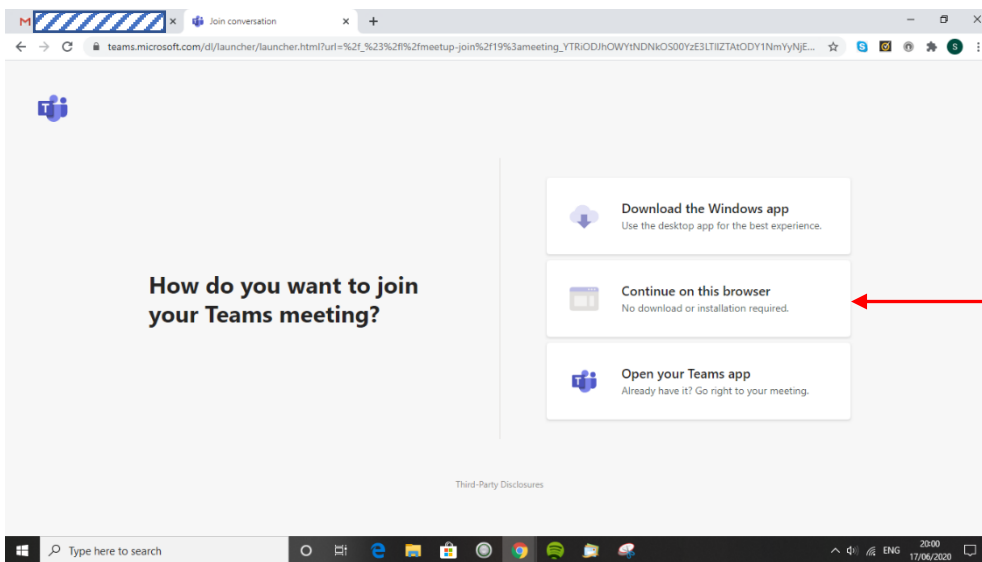
Step 1 – Open your email (from svc_gb_VideoInterview@ipsos.com) and click on the link

Join Microsoft Teams Meeting ← Click this link in the body of the email

Learn more about Teams | Meeting options

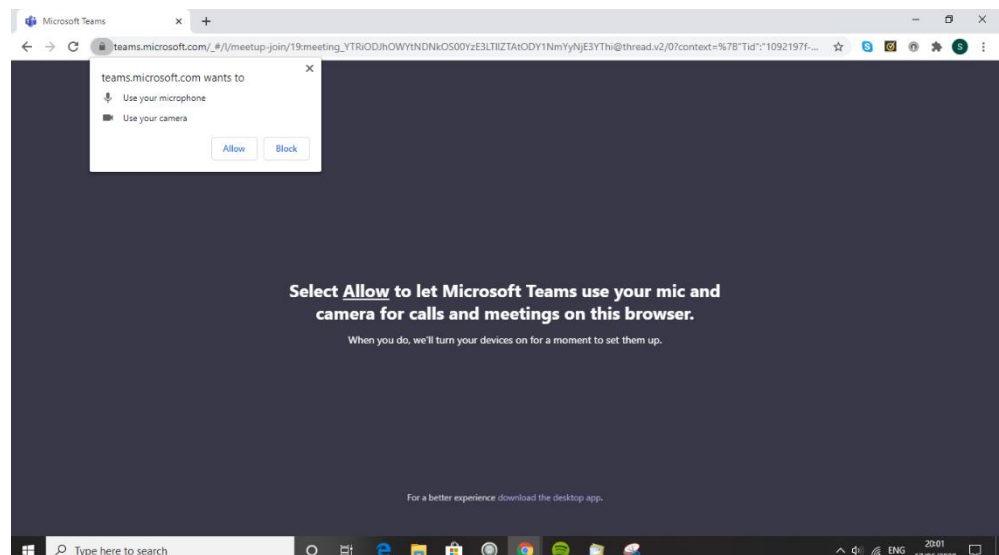Step 2 – A new web page should open (Google Chrome shown below)

How do you want to join your Teams meeting?

Download the Windows app
Use the desktop app for the best experience.

Continue on this browser
No download or installation required.

Open your Teams app
Already have it? Go right to your meeting.

Third-Party Disclosures

You can proceed directly in the browser without needing the Teams app

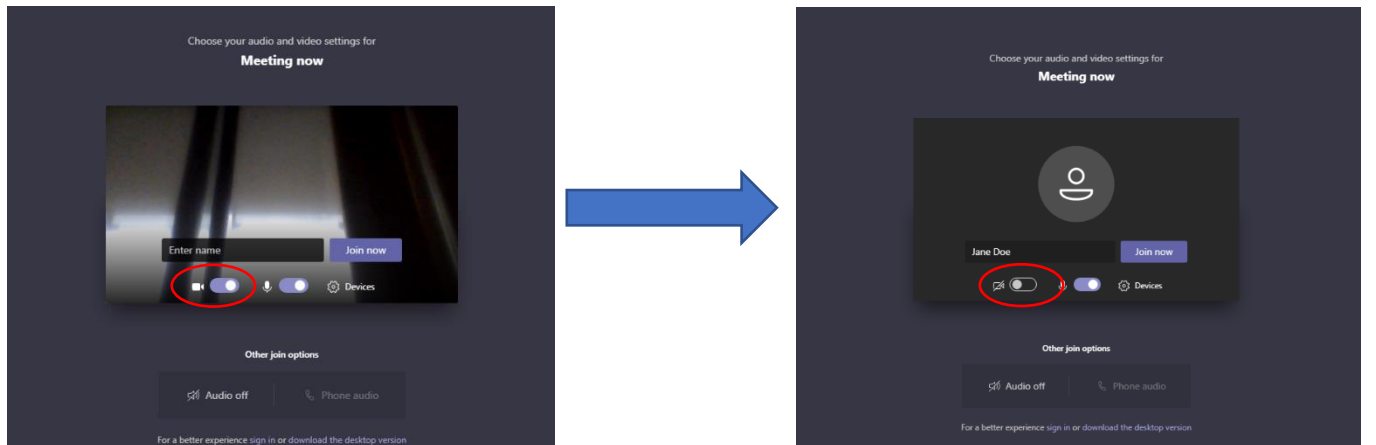Compatible browsers are **Google Chrome**, **Firefox**, **Microsoft Edge**, or **Internet Explorer 11**

Step 3 – Allow access to your microphone and camera

Allow both, but note that we would like you to turn your web cam off before the call begins
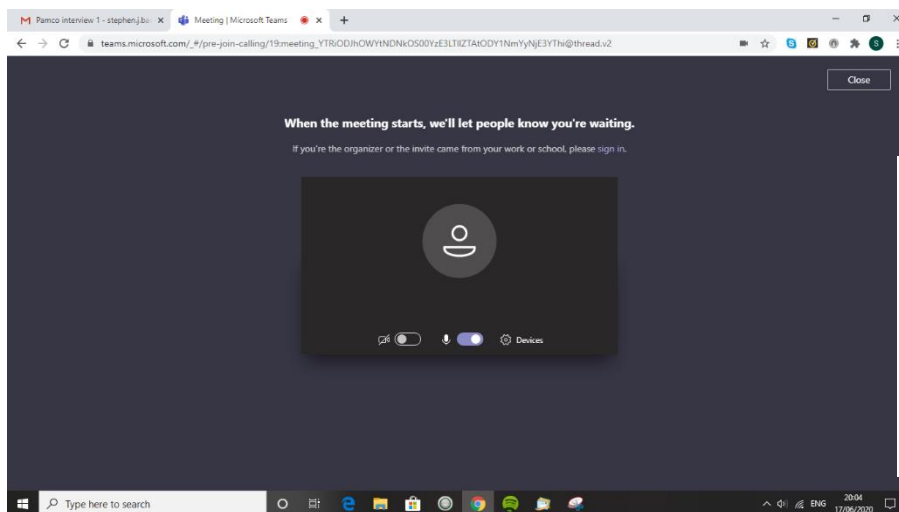

teams.microsoft.com wants to
🎤 Use your microphone
📷 Use your camera

Allow   Block

Select **Allow** to let Microsoft Teams use your mic and camera for calls and meetings on this browser.

When you do, we'll turn your devices on for a moment to set them up.

For a better experience download the desktop app.

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Step 4 – Turn off the camera by clicking the toggle; enter a nickname, name or initials in the box

Step 5 – Your interviewer will let you in to the call

Your interviewer needs to admit you into the call.

Further details for MAC Users - Mac users can install Teams by using a PKG installation file for macOS computers. Administrative access is required to install the Mac client. The macOS client is installed to the /Applications folder.

Install Teams by using the PKG file

1. From the Teams download page, under **Mac**, click **Download**.
2. Double click the PKG file.
3. Follow the installation wizard to complete the installation.
4. Teams will be installed to /Applications folder. It is a machine-wide installation.

Note: During the installation, the PKG will prompt for admin credentials. The user needs to enter the admin credentials.