

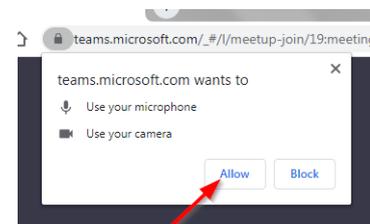
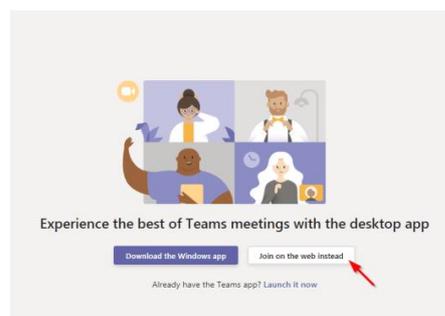


Join Microsoft Teams meetings with Kiwa

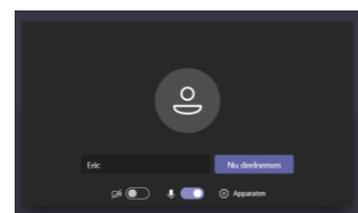
Did you get an invitation to join a Microsoft Teams session with Kiwa? Follow the following steps to work together with Kiwa on Microsoft Teams.

Join an online (video) meeting with Kiwa

1. You have received an invitation in your email for a Microsoft Teams meeting from Kiwa
2. Click on “**Join the Microsoft Meeting**” on your smartphone, laptop and/or desktop.
3. If you are working on a PC: Your preferred browser will open a new page. There are two options:
 - a. Click on “**Open Microsoft Teams**” if you use the Microsoft Teams app.
 - b. Click on “**Join the web instead**” if you do not have the Microsoft Teams app
4. If you are working on a phone: The Teams app on your smartphone will open automatically.
5. On your PC: Click on “**Allow**” to allow your browser to use your microphone and camera



6. Enter your name in the box and click on “**Join now**”



Kiwa N.V.

Sir Winston Churchillaan 273
PO Box 70
2288 EA Rijswijk

Tel.: 088 998 44 00
E-mail: info@kiwa.com
www.kiwa.com