

## PEDAGOGICAL INNOVATION

Webinar

# Teams basics

2 October 2024

14:00 CET

Online live



**GAIN A WORKING KNOWLEDGE OF THE MAIN  
TOOLS AND FUNCTIONALITIES OF THE TEAM  
COLLABORATION APPLICATION!**

**REGISTRATION**

Until 25 September

**COURSE**

October 2024

**RENEWED  
PRACTICES**

**PRE-REQUISITES**

- Teaching staff who want an intro to or a refresher on the core functionalities of Teams.

**HOW TO REGISTER**

- <https://forms.office.com/e/9yHb23XgXu>

## Teams basics

### WEBINAR

**NUMBER OF PARTICIPANTS**

- maximum 10 participants

**DURATION**

- 1 hour

**SUMMARY**

- Participants will gain a working knowledge of the main tools and functionalities of the team collaboration application Teams.

**DESCRIPTION**

- Microsoft Teams is software designed to control, organize and develop the work of individuals or large and small teams. The application is a large virtual work environment, with all the most common functions within large companies: voice and video meetings, private chats, agenda optimization and file sharing.