RESOURCE PAGE FOR MICROSOFT TEAMS

MICROSOFT WEBSITES

Accessibility support for Teams

https://support.office.com/en-us/article/accessibility-support-for-microsoft-teams-d12ee53f-d15f-445e-be8d-f0ba2c5ee68f

- Make Teams easier to use
- Start using Teams with a screen reader
- Create and modify teams in Teams
- Work with your team in Teams
- Work with channels in Teams
- Check recent activity in Teams
- Schedule and join a meeting in Teams
- Work with files and Wikis in Teams
- Find conversations, people, or files in Teams

Accessibility overview of Microsoft Teams

https://support.office.com/en-us/article/accessibility-overview-of-microsoft-teams-2d4009e7-1300-4766-87e8-7a217496c3d5

- Keyboard shortcuts for Microsoft Teams
- Screen reader support topics for Microsoft Teams
- Meet
  - Live closed captioning for meetings (US English only)
  - Blur background or use a background image
  - Pin a meeting participant's video
  - Dedicated chats for each meeting
  - Raise hand (Coming soon!)
  - Audio suppression for background noise (Coming soon!)
  - Add someone, like a coworker or interpreter, to a call
- Chat
  - Limit distractions with Do Not Disturb mode
  - Minimize communication barriers with language translation
  - Customize the reading and viewing experience for different visual and cognitive needs
  - Send audio messages on Teams mobile and use Windows dictation on Teams desktop
- Collaborate
  - Have documents read aloud and broken down by syllables with Immersive Reader
  - Ensure Microsoft Office content is easy for all people to read and edit
  - Pin chats, channels, apps, and documents
- More Features
  - Mute channels
  - Manage notifications and set your status
  - Navigate with a keyboard
  - Dark, light, and high contrast theme
  - Zoom in and out of Teams
  - Use text telephone (TTY)
  - Search for messages and more
  - Compatible with assistive technologies

Basic tasks using a screen reader with Microsoft Teams

This article is for people with visual impairments who use a screen reader program with the Office products and is part of the Office Accessibility content set.

https://support.office.com/en-us/article/basic-tasks-using-a-screen-reader-with-microsoft-teams-538a8741-f21b-4b04-b575-9df70ed4105d

- Windows, Mac OS, iOS, Android, Web
    - Install Microsoft Teams desktop app
    - Open Microsoft Teams desktop app
    - Join an existing public team
    - Change your availability status
    - Find and read new messages in a channel
    - Post messages to channels
    - Reply to a message
    - Enable notifications for a conversation
    - Use the Search field commands
    - Check if you're a team owner or member

Microsoft Teams: Welcome to Microsoft Teams video

https://support.office.com/en-us/article/welcome-to-microsoft-teams-b98d533f-118e-4bae-bf44-3df2470c2b12?wt.mc_id=otc_microsoft_teams&ui=en-US&rs=en-US&ad=US

Video training for Teams: YouTube Playlist

https://www.youtube.com/watch?v=5AUOnizqALQ&list=PLXPr7gfUMmKzR7_jXN5s886apYoHNC3Xk

- Get started with Microsoft Teams
- Run effective remote work meetings with Microsoft Teams
- Learn tips for taking Microsoft Teams to the next level - Part 1
- Learn tips for taking Microsoft Teams to the next level - Part 2
- Switch from Skype for Business to Microsoft Teams

Accessibility Learning Webinar Series: Microsoft Teams for Inclusive Communication

https://www.youtube.com/watch?v=ohNYGg79U-Q

- Discover how it empowers everyone to collaborate inclusively.
- We will demo how to use a screen reader and keyboard shortcuts with Microsoft Teams.

OTHER WEBSITES

University of California: Microsoft Teams Live Captioning in Meetings

https://ucstatus.com/2019/12/13/microsoft-teams-live-captioning-in-meetings/

Teaching with Teams: An introduction to teaching an undergraduate law module using

Microsoft Teams

https://www.semanticscholar.org/paper/Teaching-with-Teams%3A-An-introduction-to-teaching-an-Martin-Tapp/d9f0eb8aa91d0e0bb566c43de53f81f1ef2c06ba

Martin, L., & Tapp, D. (2019). Teaching with Teams: An introduction to teaching an undergraduate law module using Microsoft Teams. Innovative Practice in Higher Education, 3.