

How to join the webinar with Microsoft Teams

如何使用 Microsoft Teams 参加网络研讨会

After clicking on the button “join the webinar” in your email invite, a web page will be opened.
点击您的电子邮件邀请函中“参加网络研讨会”按键，打开相应网页

You will see two choices:您可以看见两个选项:

- 1. Download the Windows app:** sign it and join the meeting.
下载 Windows app: 登记注册并加入会议。
- 2. Join on the web instead:** type in your name and select **Join now**.
直接在网络上参加会议: 输入您的名字然后选择“现在参加”

Then, you will go to a lobby where attendees can admit you.

然后与会者在大厅（会议室）中参加此网络会议

Choose Audio and Video setting. To avoid disrupting during the meeting, please choose **Audio off** and ask question using the chat.

选择音频和视频设置。为避免干扰会议，请使用聊天功能进行提问并同时关闭音频

CHAT BUTTON TO ASK QUESTION

聊天按键用以提问

BUTTON TO PUT AUDIO OFF

关闭音频的按键



Questions can easily be answered at the end of the presentation.

在研讨会最后环节将会回答各位的问题。