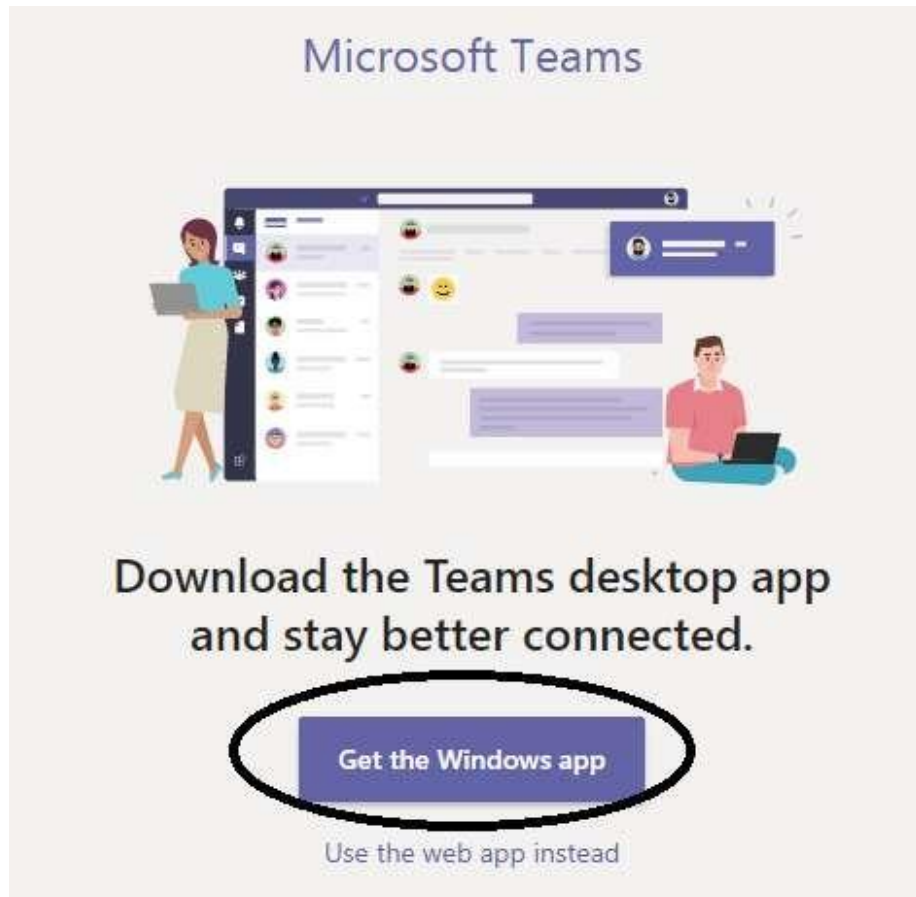


Guide for joining classes in Microsoft Teams

After having made the institutional account, you can enter the website <https://www.microsoft.com/en/microsoft-365/microsoft-teams/group-chat-software>



Microsoft Teams

Download the Teams desktop app and stay better connected.

Get the Windows app

Use the web app instead

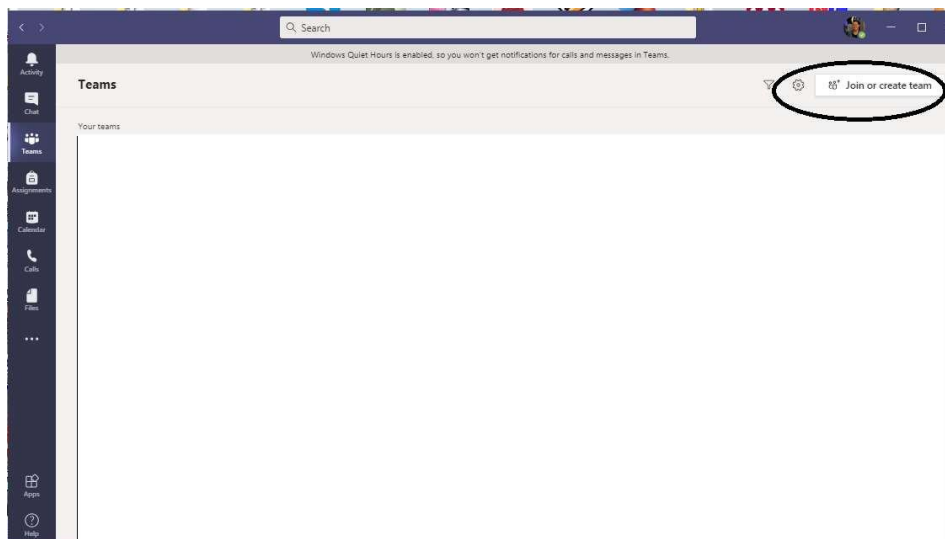
The image is a promotional graphic for Microsoft Teams. At the top, the text 'Microsoft Teams' is displayed in a dark blue font. Below this, there is an illustration of a woman on the left and a man on the right, both using laptops. In the center, a large, semi-transparent window displays the Microsoft Teams interface, showing a list of contacts on the left and a chat window on the right. Below the illustration, the text 'Download the Teams desktop app and stay better connected.' is written in a bold, dark blue font. Underneath this text is a blue button with the white text 'Get the Windows app'. This button is circled with a thick black hand-drawn line. At the bottom of the graphic, the text 'Use the web app instead' is written in a smaller, grey font.

After installing the application on your computer/telephone you have to introduce your personal institutional account.

From the web-site of FILS the time table can be seen. <https://fils.utcb.ro/en/about/class-timetable/> . On each column we have the name of the discipline, the name of the professor and the code for the team in Microsoft Teams. This code can be introduced in the application in order to be part of the team of the class.

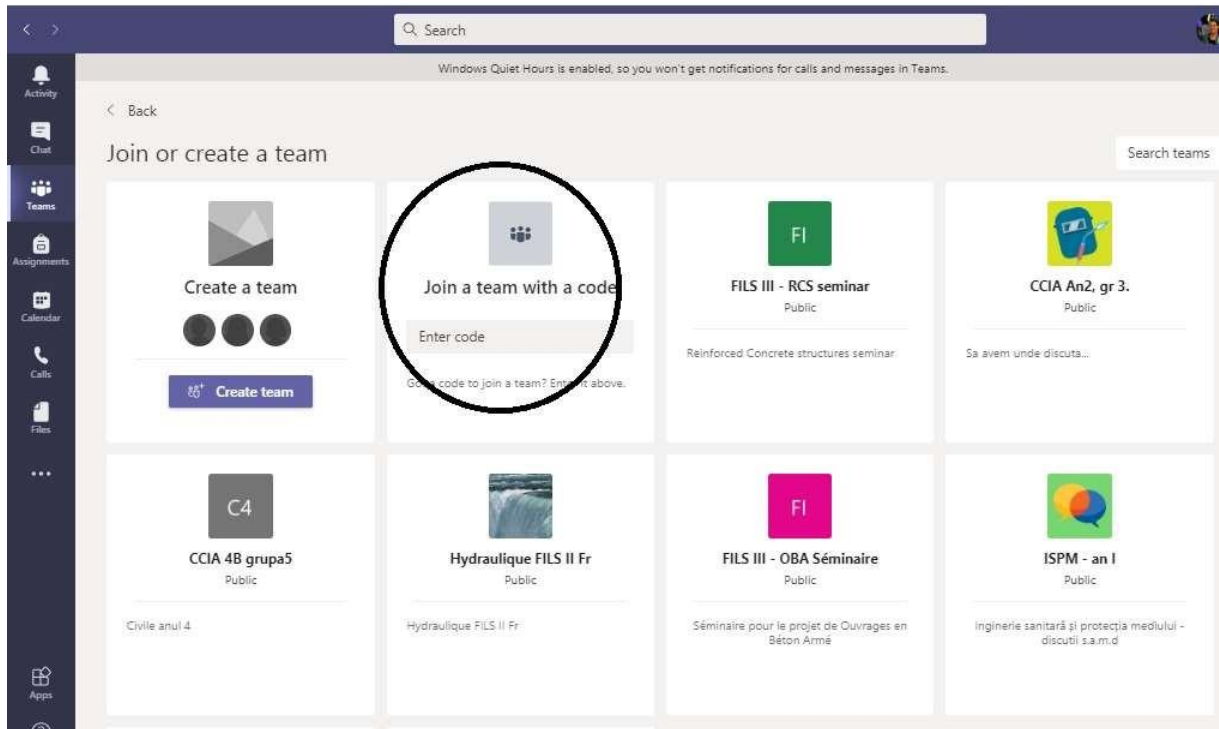
Faculté d'Ingénierie en Langues Étrangères						
Première année - Spécialité: GENIE CIVIL en langue française – premier semestre, 2020 / 2021						
	8-10	10-12	12-14	14-16	16-18	18-20
Lundi		Introduction en Génie Civil I.Teodorescu whanbja	Analyse I (C+TP) I.Bucur ayr60uf		Langue étrangère L. Gaillard lphey6o	
Mardi	Langue roumaine pour étudiants étrangers A. Bunea ngyy62h		Introduction en Génie Civil I.Teodorescu	Education physique B.Vulpe z89o8uo	Algèbre linéaire et Géométrie analytique (C) D.Ciuiu px259xw	Chimie (C+Lab) D.Voinitchi kkzitr
Mercredi			Géométrie descriptive (C) I.Craciun vny2d01	Algèbre linéaire et Géométrie analytique (TP) D.Ciuiu px259xw	Sciences humaines I B.German pcwkagu	
Jeudi		Topographie (C+TP) M. Brisan 1c9gp0s	Utilisation des ordinateurs (C+TP) D.Ciuiu oi7xdnu		Géométrie descriptive (TP) I.Craciun vny2d01	
Vendredi						Notations:

In order to introduce the code of the team in the application you have to press **Join or create team**.



After this, you have to take the code for each team taken from the timetable and introduce it in **Join a team with a code**. Now you are part of each team of the class from the timetable for your year of study.

In the left side of the menu you can see on Teams all the teams that you are part of.



Every class, the professor will initiate a session **Meet now** where you have to enter by **Join**.