



Microsoft Teams Learning Sessions

Intro to Microsoft Teams and Office 365

Have you heard the buzz about Microsoft Teams? Teams is the Providence standard for meetings and collaboration and we're bringing you a special opportunity to learn from the best.

See below for a list of upcoming Virtual Microsoft Teams Learning Sessions that are available to all caregivers. Please share this information with your peers so they can join you in learning about our new Collaboration Tools.

Join us for 60-minute Introduction to Teams learning session hosted by Microsoft trainers and the Modern Workplace team and learn how to:

- Create and join a team.
- Start a conversation.
- Make video and audio calls.
- Schedule and join a meeting.
- Share a file.... and more!

Date	Session Times (PT)	Link for Teams Live Event
Tuesday, March 31	11:00 a.m. – 12:00 p.m. PT	https://bit.ly/2Uh9YQR
Thursday, April 2	10:00 a.m. – 11:00 a.m. PT	https://bit.ly/3dwMWgo
Monday, April 6	11:00 a.m. – 12:00 p.m. PT	https://bit.ly/2y3TCct
Wednesday, April 8	3:00 p.m. – 4:00 p.m. PT	https://bit.ly/2UDspOG
Monday, April 13	9:00 a.m. - 10:00 a.m. PT	https://bit.ly/2xmZGFW
Tuesday, April 14	1:00 p.m. – 2:00 p.m. PT	https://bit.ly/2UC4q2n
Wednesday, April 22	2:30 p.m. – 3:30 p.m. PT	https://bit.ly/2JfvSO9
Thursday, April 23	9:00 a.m. – 10:00 a.m. PT	https://bit.ly/3amQ90m
Wednesday, April 29	10:30 a.m. – 11:30 a.m. PT	https://bit.ly/2QKuuHw
Friday, May 1	1:00 p.m. – 2:00 p.m. PT	https://bit.ly/33JFfPL

To view all Self-Guided, On-Demand and Instructor led education on the Modern Workplace applications, check out the [OneTeam Learning Portal](#).

Have a question about Microsoft Teams or Office365? Drop in to the weekly OneTeam Live call - Every Friday 9am - 11am (PT), [click here for the meeting link](#).

Information Services