Atrium Health Levine Children's
Primary Care Video Visit Instruction Guide

Video Visit Instruction for

Video Visit Instructions for iOS Device
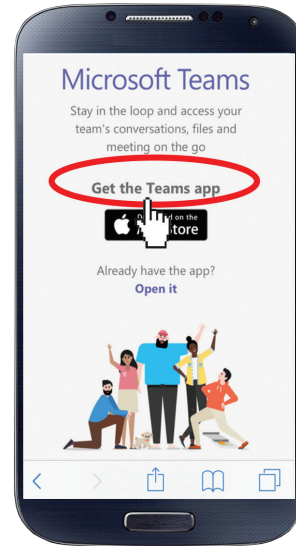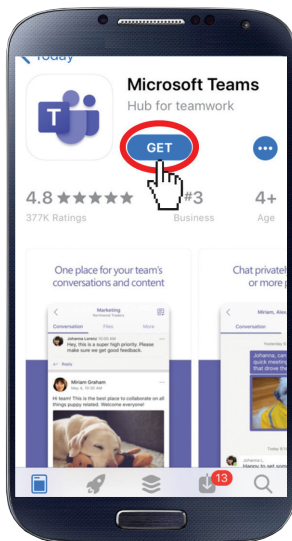
1

A. You will receive **a meeting invite via email.**

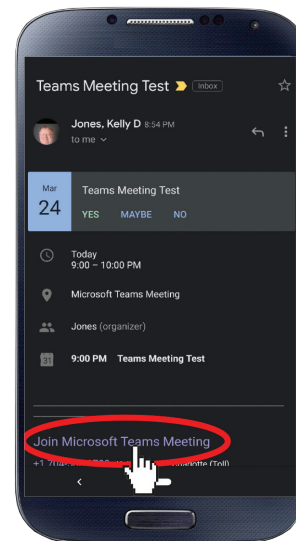B. Click on the **Join Microsoft Teams Meeting** link in the email.

2

C. The Microsoft Teams website will open.

D. Click on the **Get Teams App** link.

3
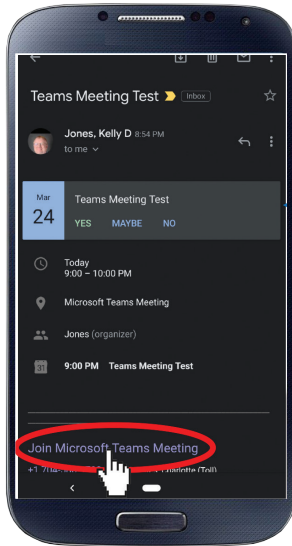
E. You will be directed to the App Store. Click to **install the Microsoft Teams app**.

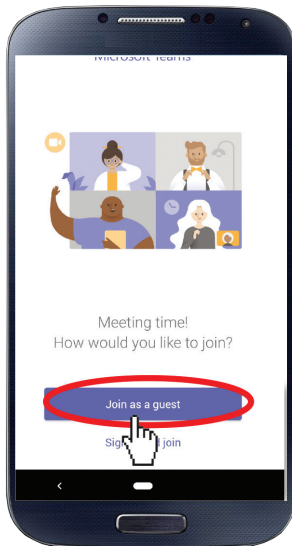F. Once the install is complete, click **Open**.

4

G. Go back to the **original email invite**.

H. Click the **Join Microsoft Teams Meeting** link again.

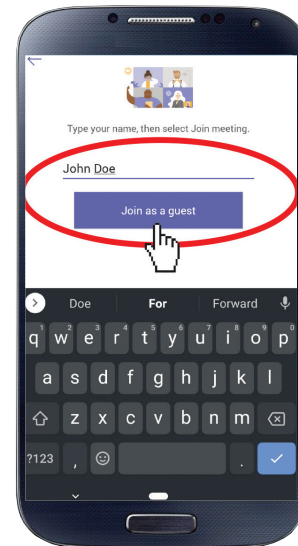**Atrium** Health
Levine Children's

5

I. The Microsoft Teams app will automatically open on the phone.

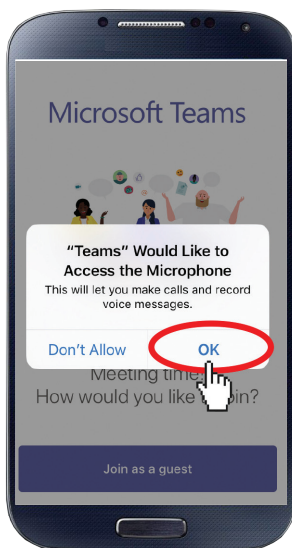J. Click to **Join as a guest**.

6

K. Type in your name.

L. Once name is typed, click the **Join as a guest** button.
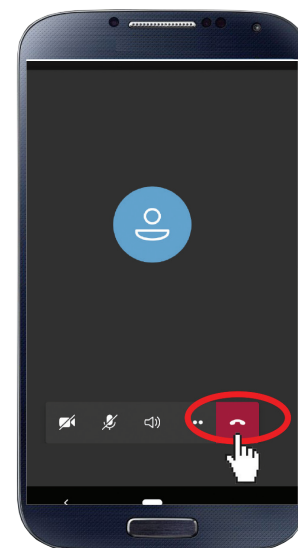

7

M. When asked, click **Allow** in order to grant permissions required for the Microsoft Teams app.
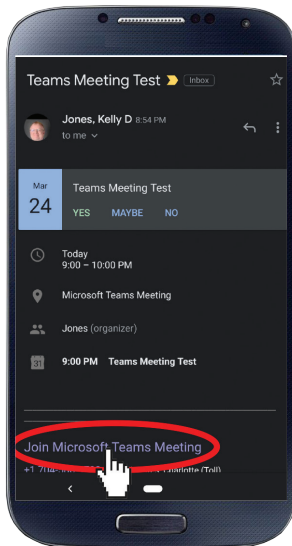

8

N. You are now **participating in the meeting** with options to enable video and audio.

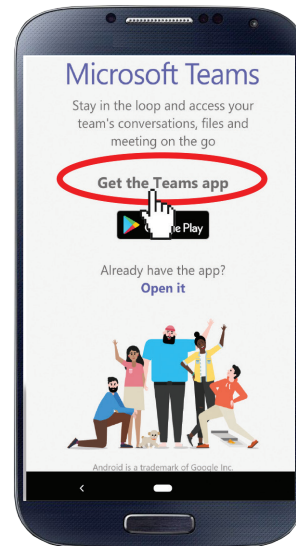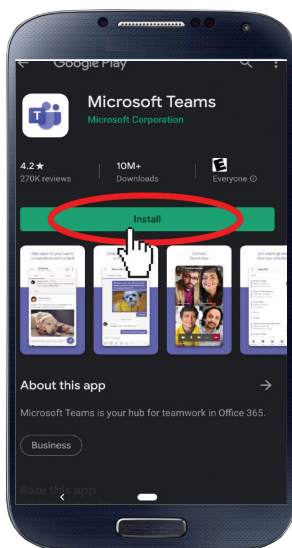O. You can end the meeting with the red phone icon.

1 A. You will receive **a meeting invite via email.**

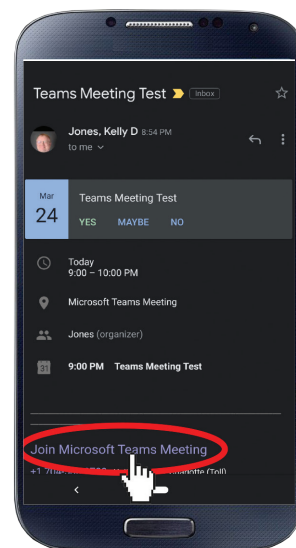B. Click on the **Join Microsoft Teams Meeting** link in the email.

2 C. The Microsoft Teams website will open.

D. Click on the **Get Teams App** link.

3 E. You will be directed to the Google Play store. **Click to install** the Microsoft Teams app.

F. Once the install is complete, click **Open**.

4 G. Go back to the **original email invite**.

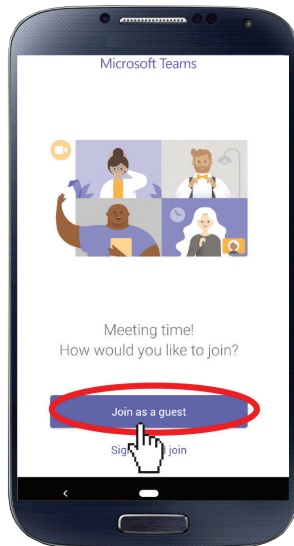H. Click the **Join Microsoft Teams Meeting** link again.

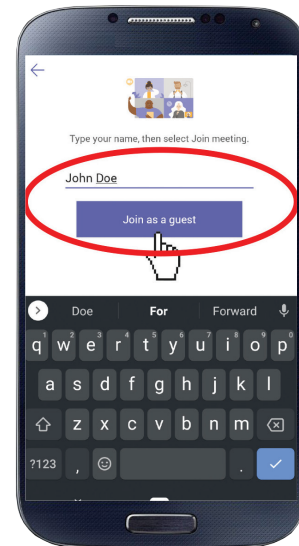**Atrium** Health
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5

I. The Microsoft Teams app will automatically open on the phone.

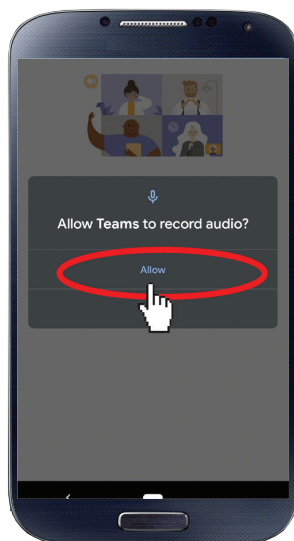J. Click to **Join as a guest**.

6

K. Type in your name.

L. Once name is typed, click the **Join as a guest** button.
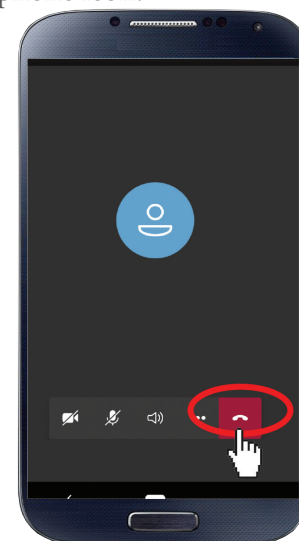
7

M. When asked, click **Allow** in order to grant permissions required for the Microsoft Teams app.

8

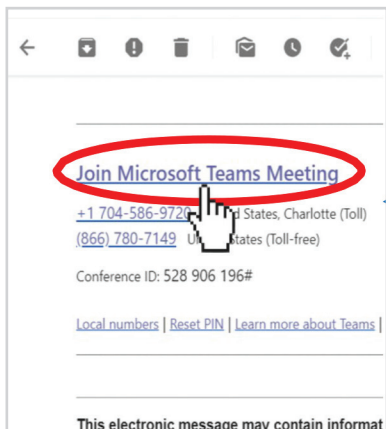N. You are now **participating in the meeting** with options to enable video and audio.

O. You can end the meeting with the red phone icon.
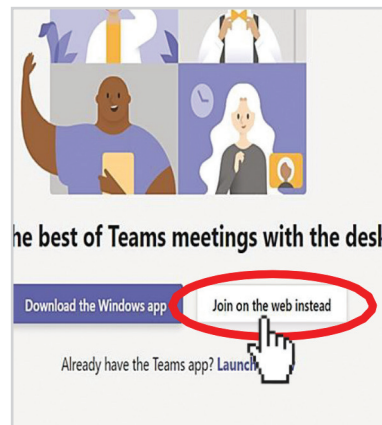
Video Visit Instructions for PC

1

A. You will receive **a meeting invite via email.**

B. Click on the **Join Microsoft Teams Meeting** link at the bottom of the email.
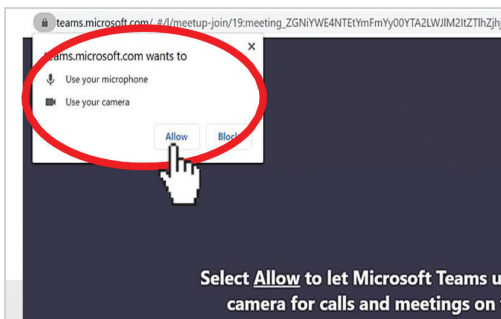

2

C. The Microsoft Teams website will open.

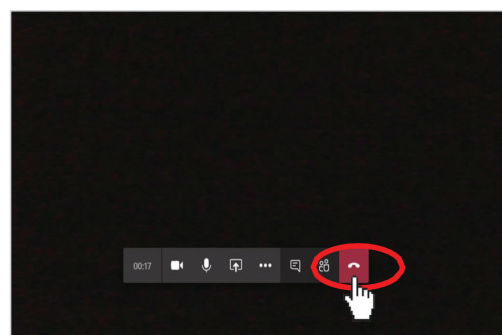D. Click on the **Join on the web instead** link.

3

E. Click **Allow** in order to grant Microsoft Teams the permissions it needs to fully function.

4

F. **Enter your name** and click **Join Now** in order to enter the meeting.

5

G. You are now **participating in the meeting** with options to enable video and audio.

H. You can end the meeting with the red phone icon.

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