



Video Consultation using Microsoft Teams A guide for patients



Prior to your appointment you will receive an email invite to Join a Microsoft Teams Meeting. You need to accept the invite on the device you will be using for your consultation.

Using a smartphone/tablet

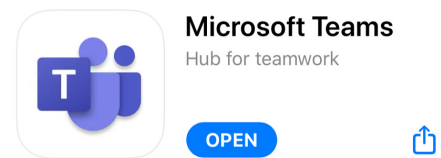
1 Before your appointment download the MS Teams app from the Apple or Android app store. **You do not need to open or sign up for anything until your appointment time.**

2 At your appointment time go to the invitation email and click "Join Microsoft Teams Meeting".

3 You do not need to sign up for Microsoft Teams just enter your name and join as a guest.

If you already have a Microsoft teams account you can use that to sign in.

4 When you join the meeting ensure your speaker, microphone and video are clicked to on.



[Join Microsoft Teams Meeting](#)

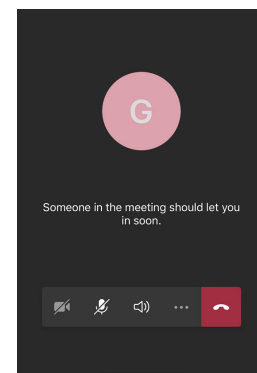
[Learn more about Teams](#) | [Meeting options](#)



Type your name, then select
Join meeting.

Name

Join meeting



Using a laptop/PC

Prior to your appointment you will receive an email invite to Join a Microsoft Teams Meeting. You need to accept the invite on the device you will be using for your consultation.

Please ensure your laptop/PC has a webcam, mic, and speakers.

1 Before your appointment go to the Microsoft Teams website (<https://teams.microsoft.com>) and sign up for a free account and download the Microsoft Teams app.

2 At your appointment time go to the invitation email and click "Join Microsoft Teams Meeting".

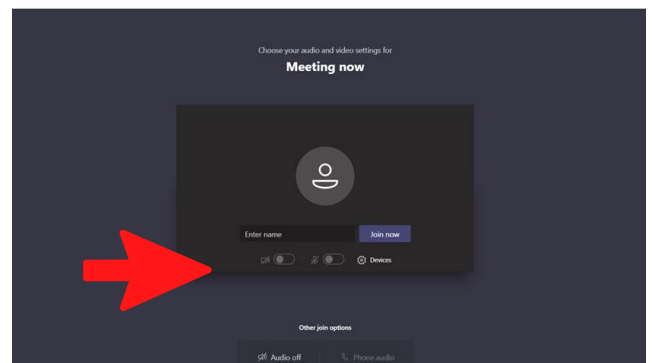
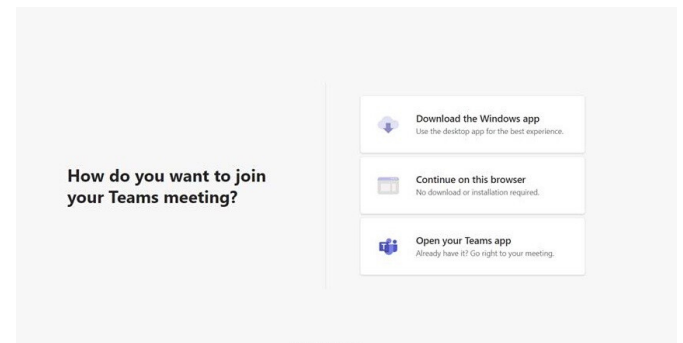
[Join Microsoft Teams Meeting](#)

[Learn more about Teams](#) | [Meeting options](#)

3 Some browsers will allow you to launch the Microsoft Teams meeting without the need for downloading the app.

Safari & Internet Explorer 11 are not recommended.

4 When you join the meeting ensure your microphone and video are clicked to on.



If you have any technical difficulties with your consultation please contact our team within office hours:

Tel: 02071646312 (Monday - Thursday 9am - 5:30pm, Friday 9am - 4pm)

Email: admin@shoulderandelbowlondon.com

