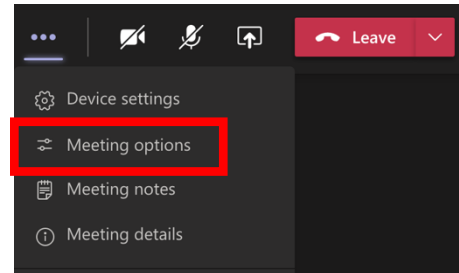


Microsoft Teams – change meeting options inside meeting

1. Teams **Meeting Options** can be changed while inside the meeting.
2. After you have started the meeting, click on the **3 dots** on the menu bar and choose **Meeting Options**.



3. You will then see the **Meeting Options** menu on the right and can change lobby and presentation setting directly inside the meeting.

