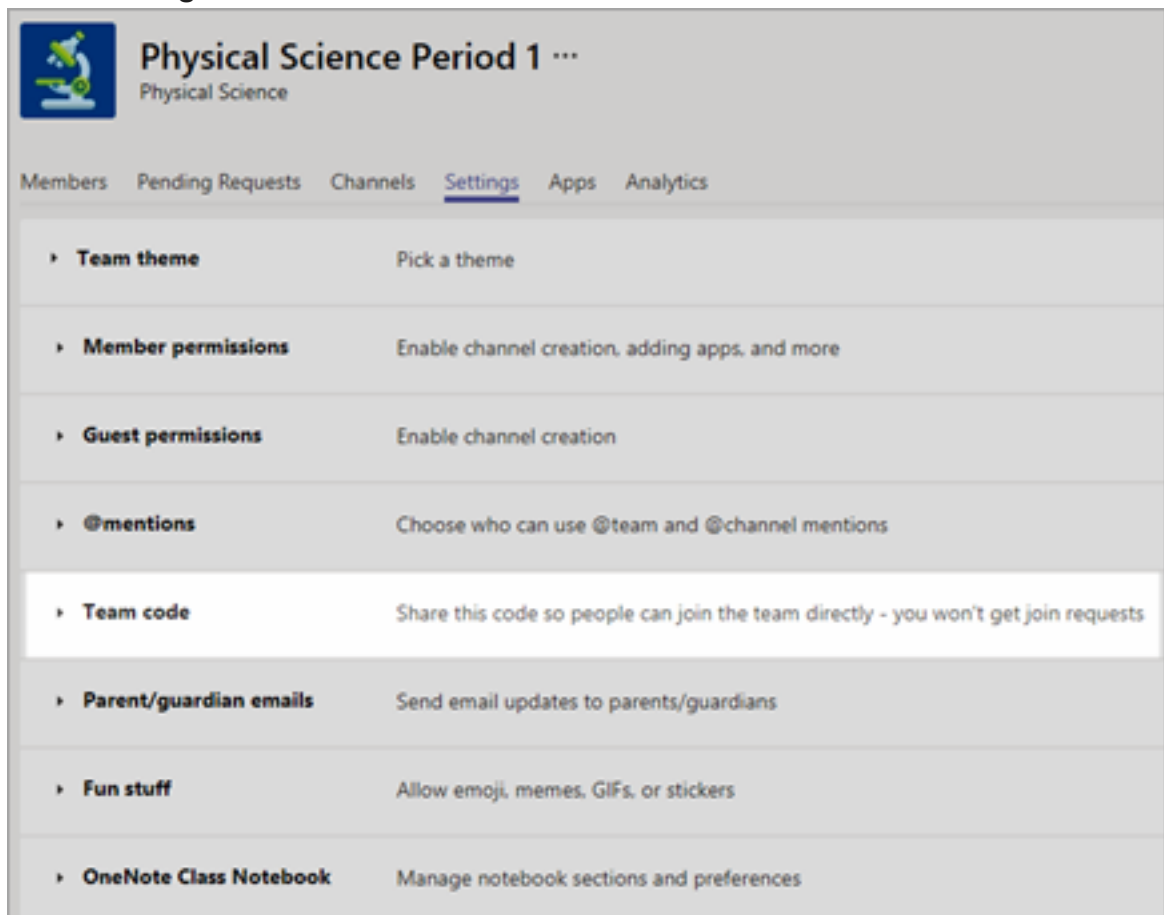


Join people to your class group/team with a join code.

For Teachers:

Once you share a join code with someone, they can join your team right away. Use the code as many times as you want.

1. Next to your team name, select **More options ...** > **Manage team**.
2. Select **Settings** and scroll down to **Team code**.

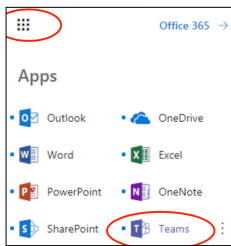


3. Select **Generate**, then copy the code to send it out or write it on the board.

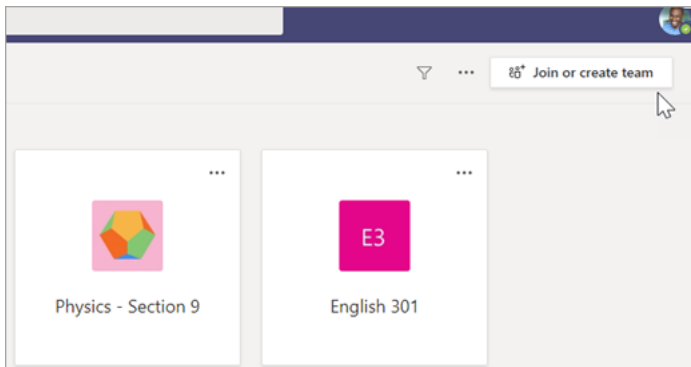
Join a Team using a Code

For Students

1. Login to your district O365 account. Go to www.madison-schools.com and click on **district email** under **Quick Links**. Enter your MSIS@students.madison-schools.com email and your district password.
2. Click the **Launcher** icon and click **Teams**.




3. Then select **Join or create a team**. (students may only see Join Team)




4. Go to **Join a team with a code**, paste the code in the box, and select **Join**.


Join or create a team



Create a team



Bring everyone together and get to work!



Join a team with a code

Got a code to join a team? Enter it above.