Student Quick-Help Sheet:
How to correctly join a Microsoft Teams live meeting

Step #1:

**IMPORTANT FIRST STEP:**
You MUST first log into ClassLink (http://my.classlink.com/rockdale).
This registers you as a student and is necessary for attendance.

Step #2:

When you click the link to join the live Teams meeting, you will be prompted with a choice about how to join.
Students must choose to “Open Teams App” for their attendance to be correctly registered.