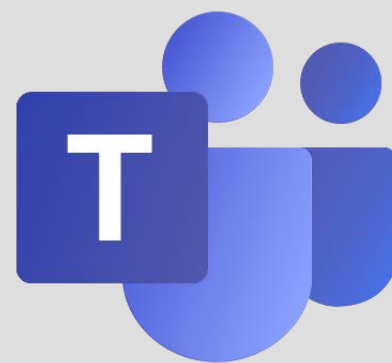


E-LEARNING - MICROSOFT TEAMS 365

PRODUCT INFORMATION

Microsoft Teams allows people to form virtual teams with central access to all project-related information. Themed channels can be used to chat, publish announcements, and share files. Files are automatically saved in the associated SharePoint document library and can be viewed and edited by all members of the team. Also, various project resources, such as Planner plans and OneNote notebooks, can be integrated into the team. In addition, you can contact everyone in your organization via one-on-one or group chats as well as audio and video telephony. Online meetings are another key feature. You can plan, hold and, if necessary, record these meetings.



Parameters

Version	4.4
Duration	approx. 4:21 h
Release	18 January 2021

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