Sign in and get started with Teams

Sign in to Teams

1. Start Teams.
1. In Windows, click **Start** > **Microsoft Teams**.

2. On Mac, go to the **Applications** folder and click **Microsoft Teams**.

3. On mobile, tap the **Teams** icon.

2. Sign in with your Microsoft 365 username and password.

**Note:** Teams is a part of Microsoft 365, so you need a Microsoft 365 Apps for business or Enterprise license to use it. For details, see [How do I get access to Microsoft Teams?](https://support.microsoft.com/en-us/office/how-do-i-get-access-to-microsoft-teams-6723dc43-dbc0-46e6-af49-8a2d1c5cb937)

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**Pick a team and channel**

A *team* is a collection of people, conversations, files, and tools — all in one place. A *channel* is a discussion in a team, dedicated to a department, project, or topic.

The best way to get familiar with teams and channels is to pick a team and channel and start exploring!

1. Select **Teams** on the left side of the app and then pick a team.

   If you’re not on a team and want to
create one, see Onboard your teams.

2. Select a channel and explore the Conversations, Files, and other tabs.

For more info, see Teams and channels.

Next: Chat and share files in Teams