
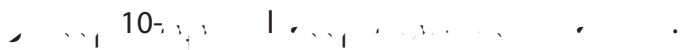
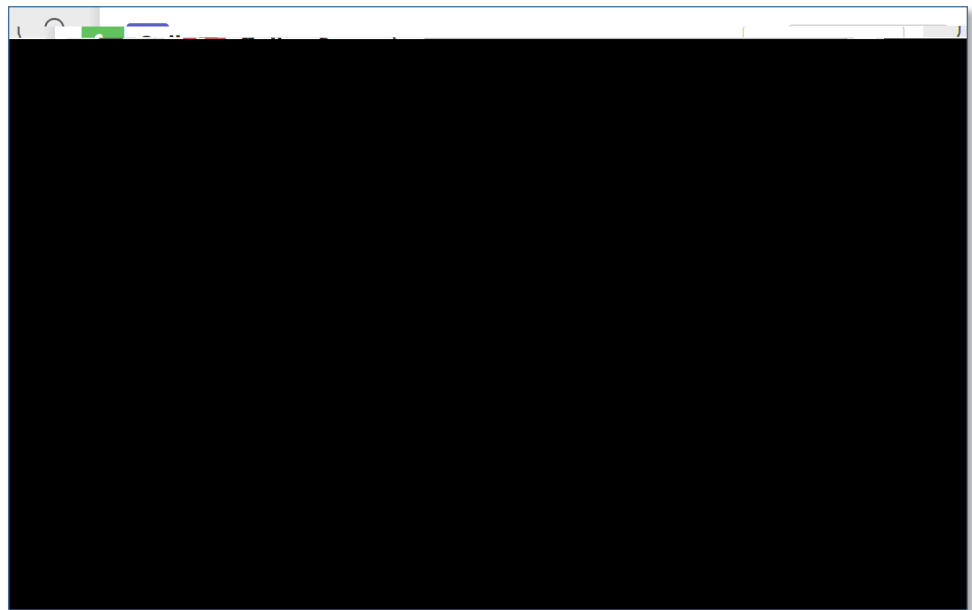


Microsoft Teams: Calling

How to Make a Call using Microsoft Teams Calling

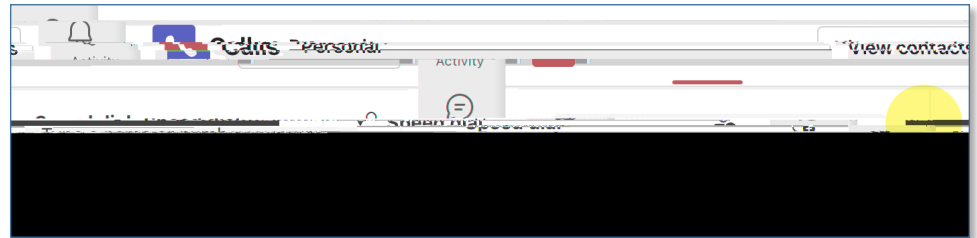
1. Open Microsoft Teams and click the . (Note: On mobile devices, you may need to click **More Apps** to see the Calls icon.)





How to make a call

1. Click on the 'Calls' icon in the top left corner of the Teams interface.
2. Click on the 'Calls' icon in the top left corner of the Teams interface.

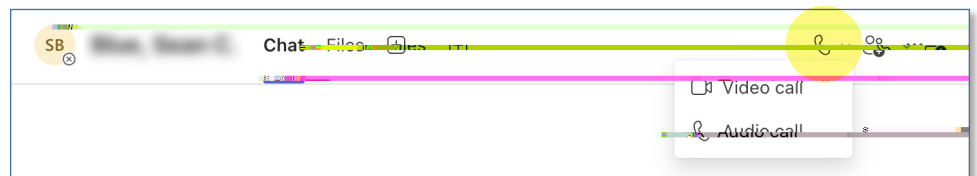


How to make a call



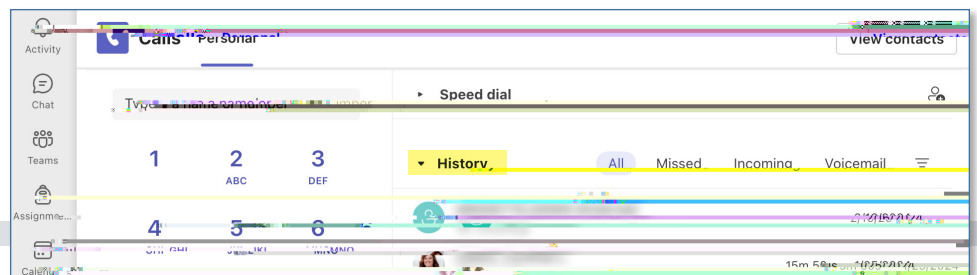
How to make a call

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How to make a call

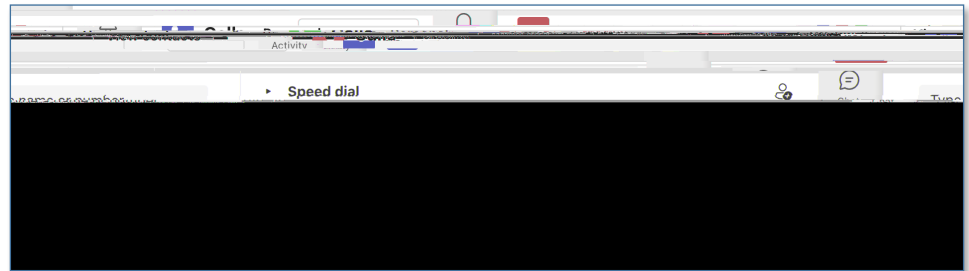
1. Click on the 'Calls' icon in the top left corner of the Teams interface.
2. Click on the 'Calls' icon in the top left corner of the Teams interface.



1. Speed dial

1. Open the Speed dial app

1. Tap on the Speed dial app icon in the app drawer

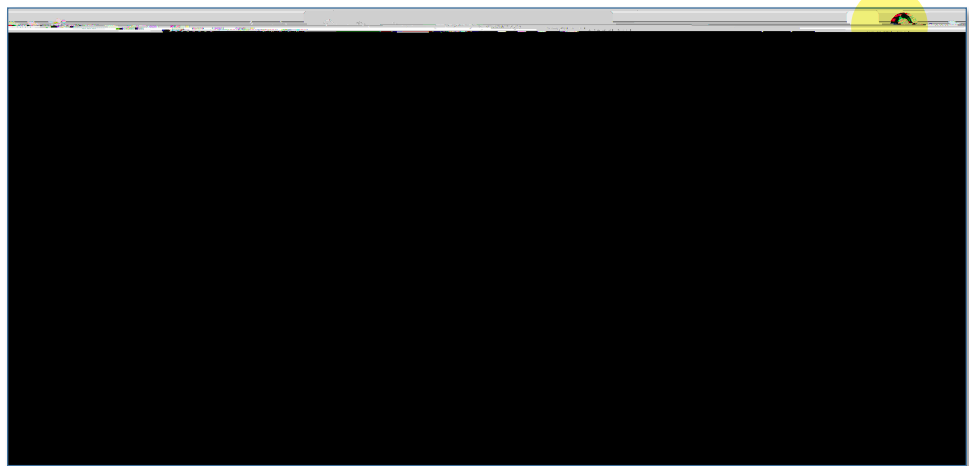


2. Tap on the Speed dial app icon in the app drawer

2. Speed dial

2. Open the Speed dial app

1. Tap on the Speed dial app icon in the app drawer



2. Tap on the Speed dial app icon in the app drawer



Microsoft Teams navigation bar



Microsoft Teams navigation bar
Calls, Manage voicemail, Call screen, Record a greeting (Settings, Home).



Microsoft Teams navigation bar

Hold.

Resume

M 10-

10-

[Forward all calls](#)

Settings, Calls, Forward all calls (1-10)