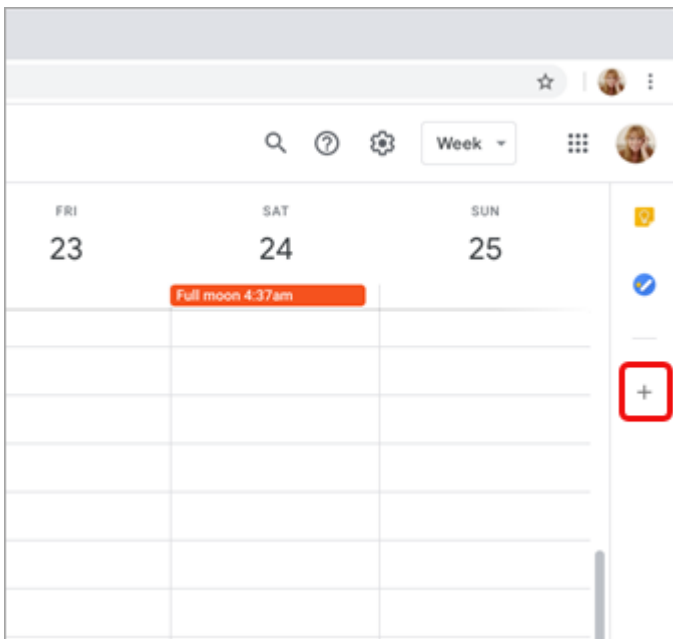
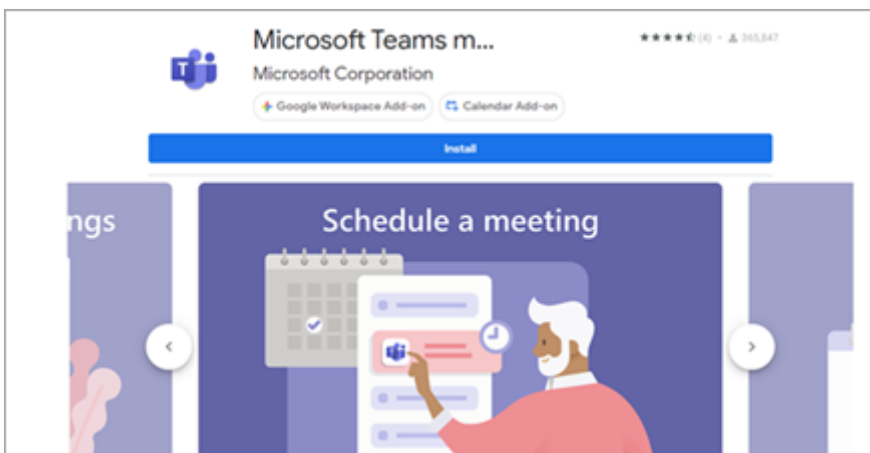


Install the Google Teams add-on

In your Google calendar, open the right panel and select the plus sign.
If the panel is hidden, select the chevron at the bottom of the screen to show it.

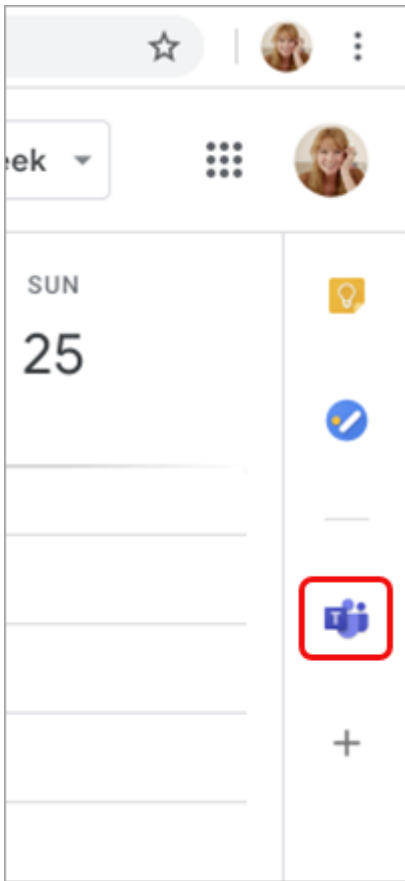


The Google Workspace Marketplace opens.
Enter **teams** in the search field and select the Microsoft Teams meeting add-on.



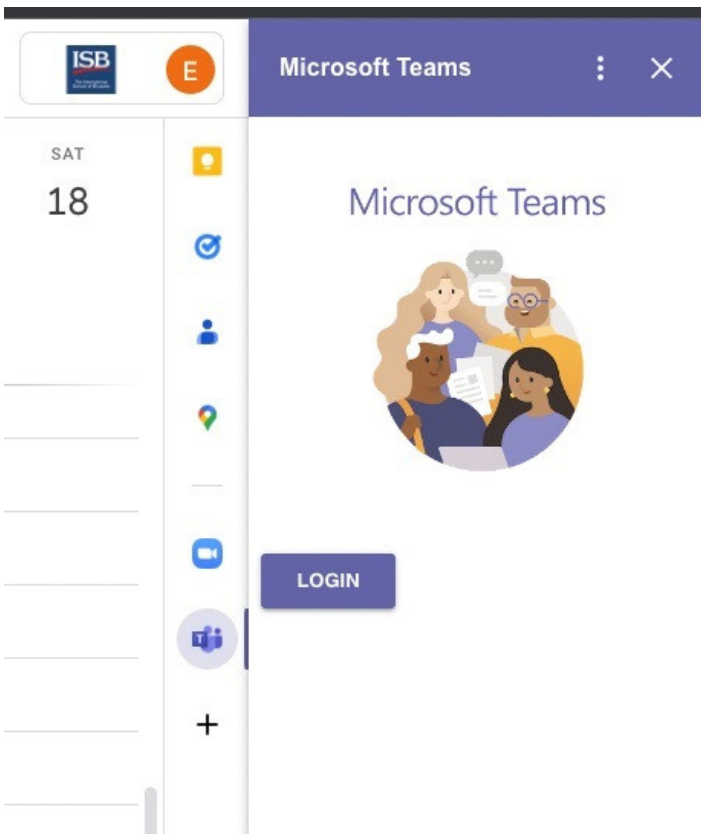
Select **Install** and then select **Continue** on the permission screen.
Select a Google account on the next screen.

The Teams meeting add-on appears in the sidebar.



Log in to the Teams add-on.

Select Log in, use your ISB email and pass if asked, and then select Authorize Access.



Revision #2

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