



Please update your TEAMS App so that you have the latest version. To enable the new features just follow these simple steps so that your child will be able to see more of their friends during class:

1. In Teams click your child's profile picture at the top right, then click **Settings**.
2. Tick the **Turn on new meeting experience** (New meetings and calls will open in a separate window. This does require **restarting** Teams by logging out and back in). As the option suggests, you'll need to fully close Teams (including closing the app from the system tray) and then reopen it before the setting will take effect.
3. Once done, you'll have access to the new meetings interface and features. You'll notice that most of the meeting options have been moved to the top right of the screen.
4. The new **Large Gallery** and **Together Mode** options can be found in the three dots option menu. It's important to note that these features only become available once there are enough meeting participants.

Thank you all for everything you are doing to make this experience better! Hope this helps!