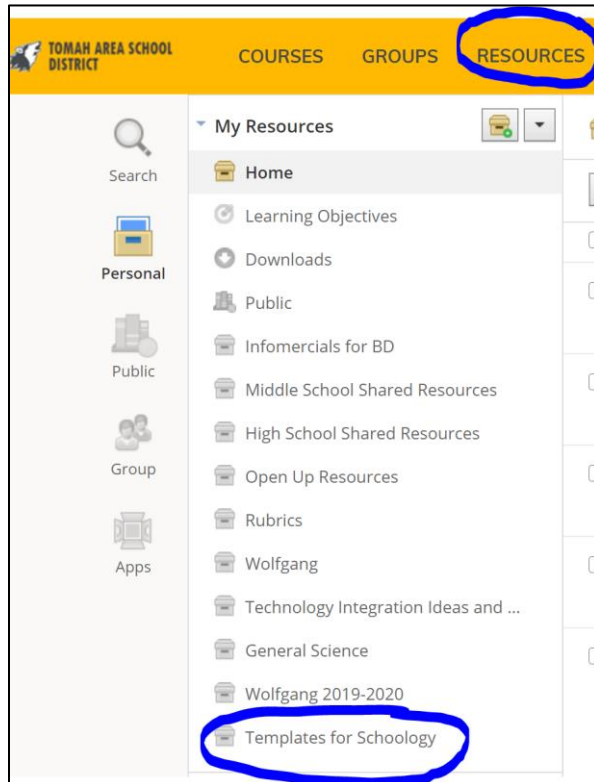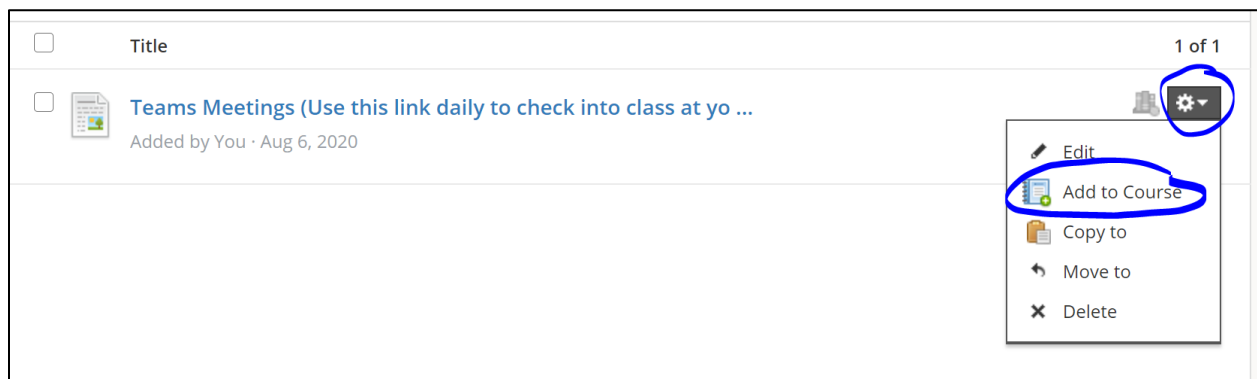# Adding the Teams Link and Join Code to Schoology

1) If you would like to use a template for this task into Schoology, login to Schoology and click on your "Resource tab" in the yellow menu ribbon. Look for "Templates for Schoology" under the "shared by others" collections.


2) Click on the gear to the right of the template, add to course and select the course(s) you want to add it to.

3) Open up your Schoology Course to find the template. Place this link below your course welcome folder by dragging and dropping it; this will help to ensure consistency within all courses grades 6 – 12. Then, click the gear to the right of the template and click edit.
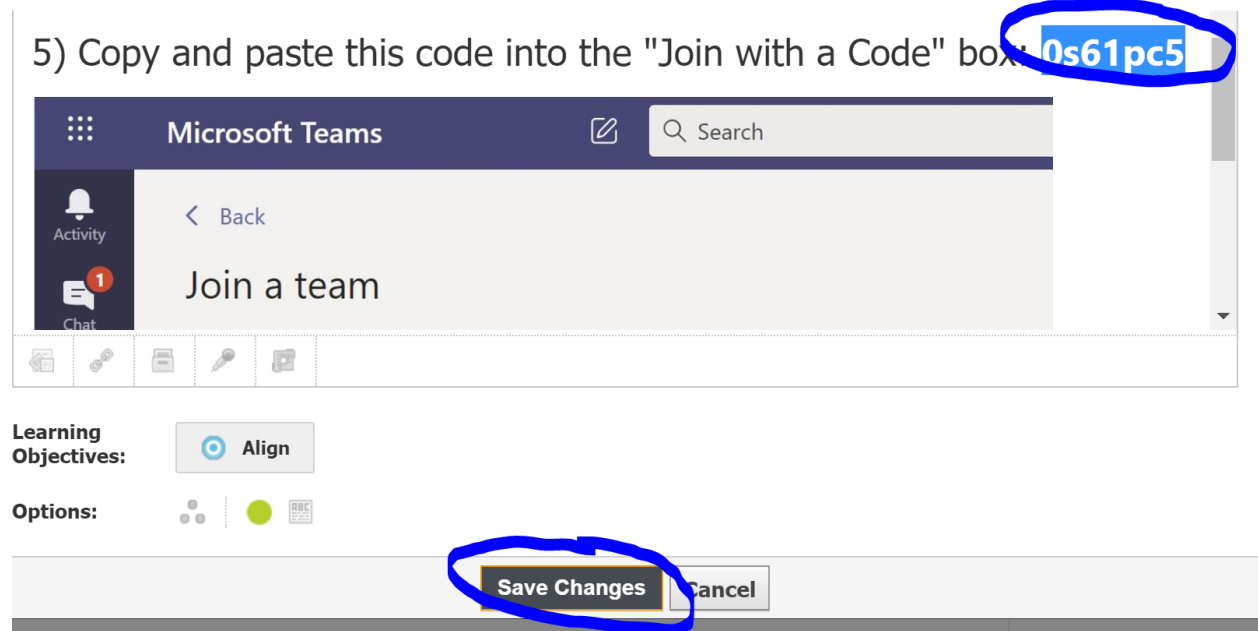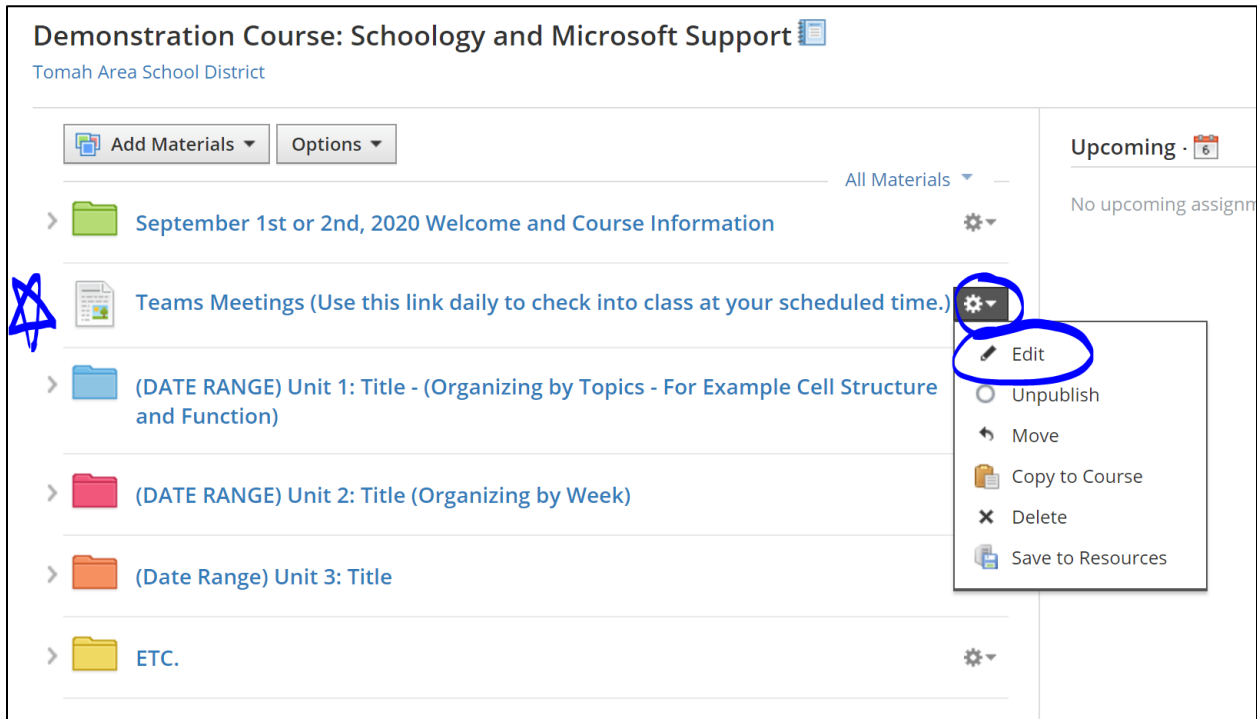

4) All you need to do is highlight the "Teams Demonstration Class" and Click on the "link." Delete the current Link/URL. Return to your Word Doc that contains your Teams link, (or return to Teams to retrieve the link); copy and paste your Teams class link into the Lin/URL box. Change the title to reflect the name of your course and click update.
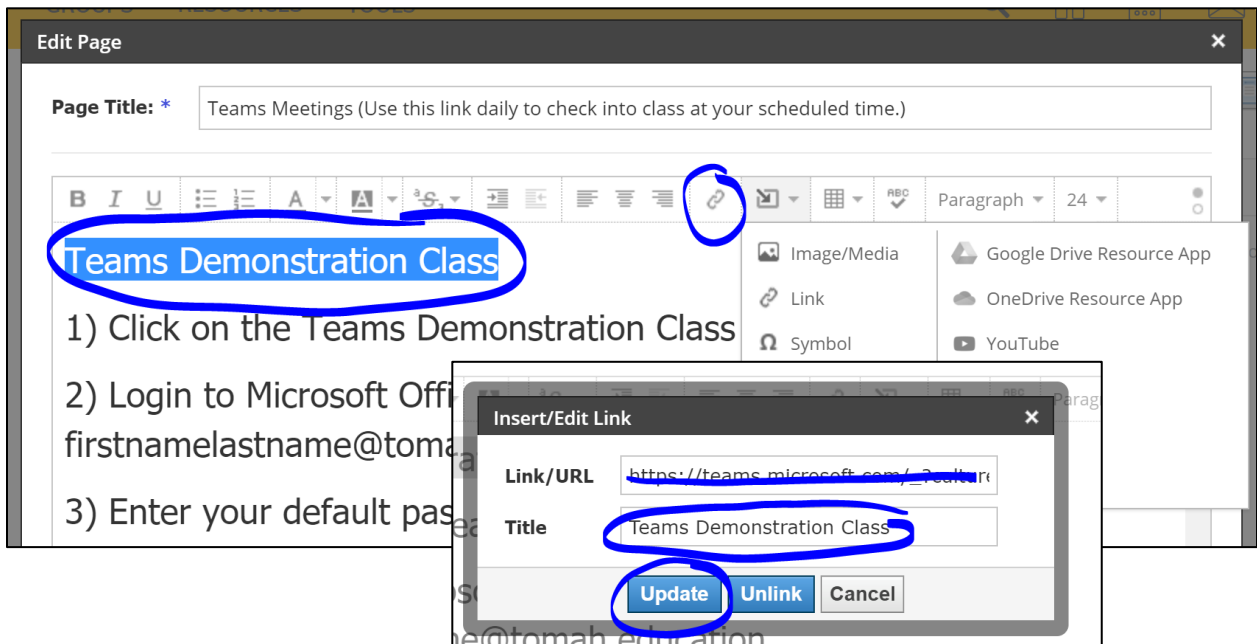
5) Scroll down to direction number five. Delete the current course code. Copy and paste your Teams code (from your Word doc or Teams) here. Remember to click "Save Changes."

5) Copy and paste this code into the "Join with a Code" box: **0s61pc5**

Microsoft Teams   Search

< Back

Activity

Join a team

Chat

Learning
Objectives: Align

Options:

Save Changes   Cancel