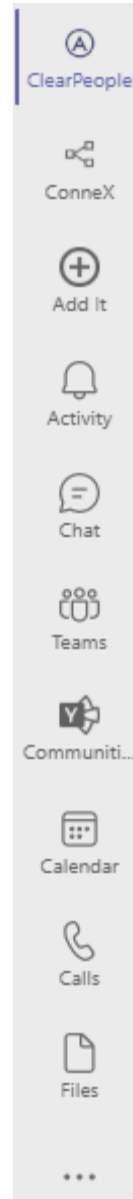
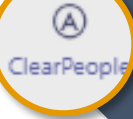


Atlas & Teams Navigation



Atlas



- This will open your Atlas product inside of the teams window

Atlas - ConneX



- This will open ConneX for Atlas within the Teams window, which allows you to search for a Workspace.
- From here you can open the Workspace Team, Home Page, SharePoint document library, Outlook Group, Planner or One Note.

Atlas - Add It



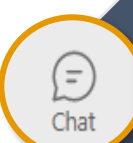
- This will open the Add It WebPart for Atlas within the Teams window, which allows you to add content within a Workspace

Activity



- This will open the Activity feed. It displays all of your colleagues activities across the teams, channels, chats and apps that you have access to

Chat



- This will open all your private chats that you have with colleagues, groups of colleagues, meeting chats with colleagues

Teams



- This shows a list of all teams you are a member of and the channels created under each team.
- You can join, create, or manage teams, add members to teams or create and follow channels

Yammer



- You have an option to pin multiple apps to the teams bar. This is an example app
- Yammer app allows you to see Yammer announcements and @ mentioned in your Teams Activity feed
- ** Yammer can be added to a channel Tab that lets you add a Yammer community or topic to a Teams Channel

Calendar



- This displays a Calendar in Teams. If connected to your MS Outlook it will sync the two and you can view your Outlook Calendar

Calls



- Calls allows you to use Speed dial, Contacts, History & Voicemail

Files



- This allows you to view your recently access documents, Teams Documents, Downloads and your Onedrive
- **Each of these options will open in the Teams window