Microsoft Teams

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- Set-Up Guides
- Using Microsoft Teams

What is Microsoft Teams?

Microsoft Teams is a collaboration suite which includes a persistent chat service, 1 TB of OneDrive space, and a group mailbox.

Who is Eligible for Microsoft Teams?

Microsoft Teams are available to UGA Departments and Units, as well as, recognized Student Organizations.

How Do I Request a Microsoft Team?

- Please submit a request via the form here.

How Do I Access Microsoft Teams?

- Microsoft Teams can be accessed via a web browser at:
  - MyUGA Portal
  - UGAMail Homepage
- Microsoft Teams can be accessed via Android, iOS or Windows phones or tablets.

Who Do I Contact for Assistance?

EITS Help Desk

- Phone: 706-542-3106
- Email
- Chat
- Web
- Web Request Form