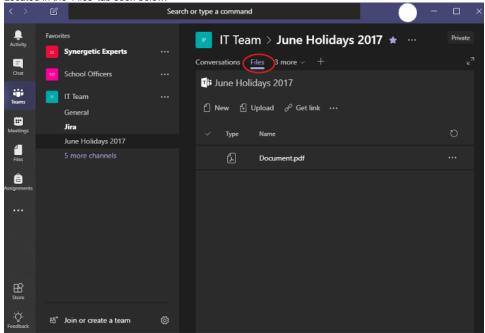
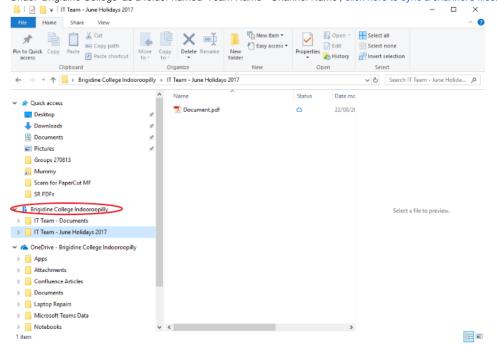
Accessing Files stored in Teams

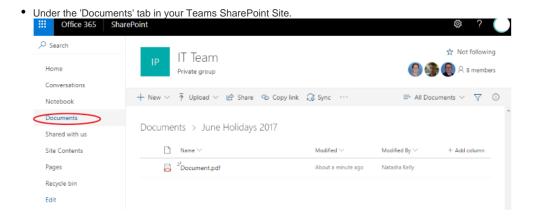
Microsoft Teams is powered by Office 365 and SharePoint, as a result you can gain access to your files in a number of ways. Use this tutorial to access any files stored in teams.

· Located in the 'Files' tab seen below.



• Under 'Brigidine College' as a folder named 'Team Name - Channel Name', click here to sync a channel's files.





Related articles

- Creating a Teams waiting room
- Teams for External Members
 Stop syncing a Channel's Files
- Share Screen during call
 Managing Members in Teams