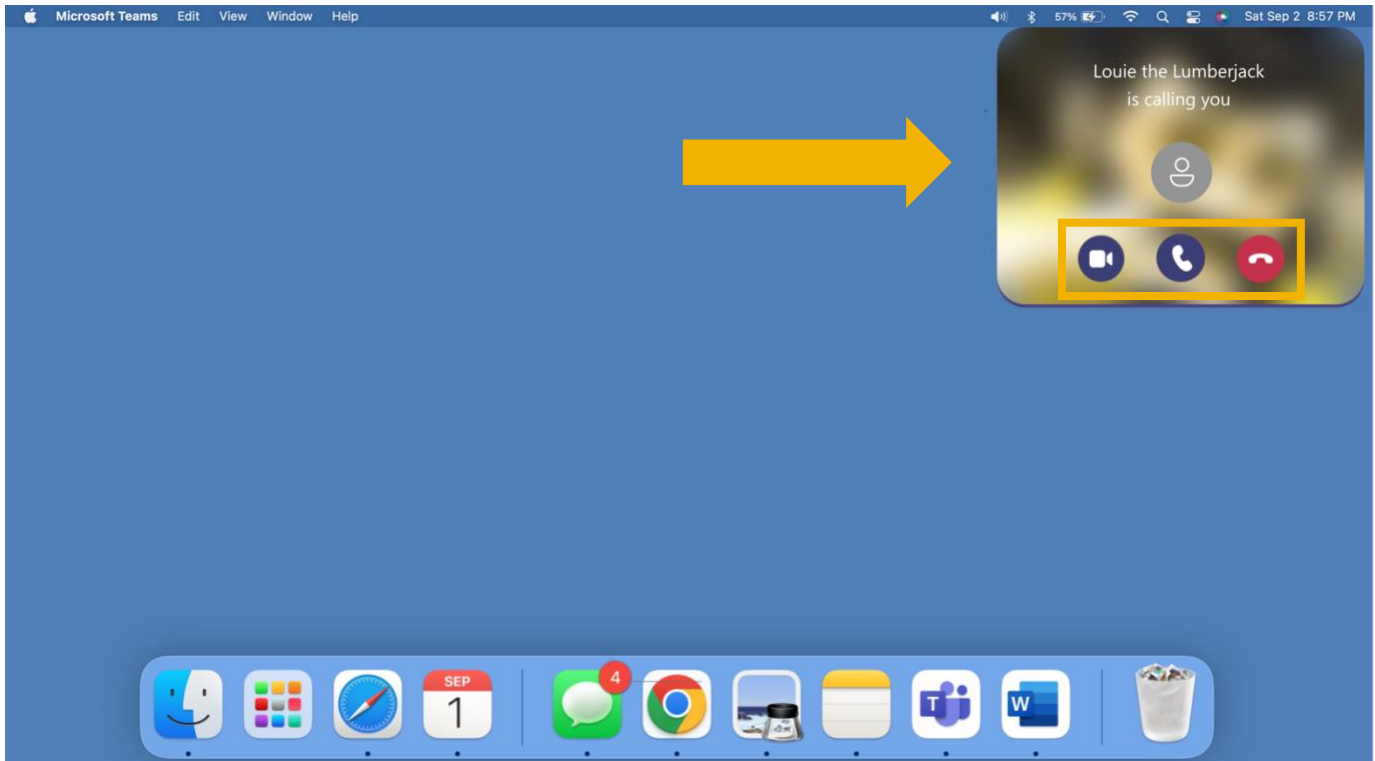


ANSWERING A MICROSOFT TEAMS VOICE CALL

On the desktop app



When receiving a Teams Voice Call on your desktop you'll get a notification in the upper right-hand corner on your screen that lets you accept or decline the call.

To answer with audio only, click the white phone icon.

To answer with video and audio, click the video camera icon.

To Decline call, click the red phone.