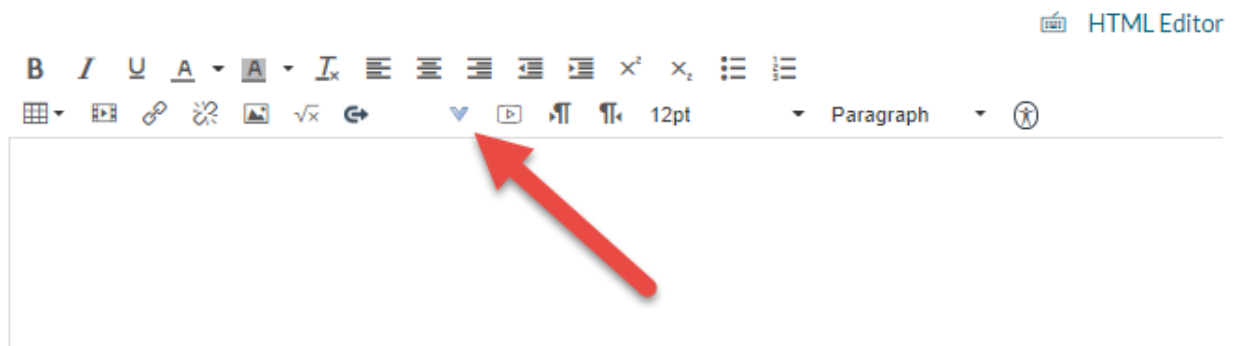


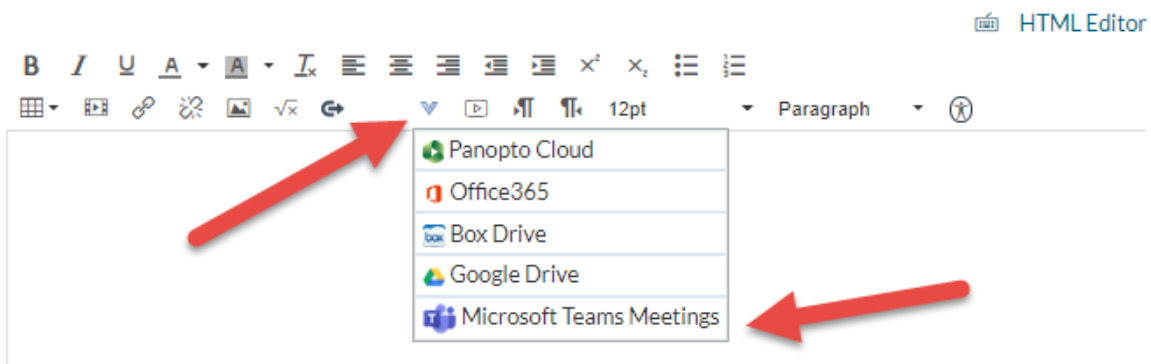
Canvas + Teams

How to insert a Teams meeting into your Canvas course

1. You can create a Teams meeting and insert the link into any Canvas page with a rich text editor such as an announcement.





Note: Be sure to include the date and time of the meeting in your message. Teams does not display this information on your page in Canvas.




2. Teams will prompt you to create a meeting link. Choose the date and time for the meeting and select "Create".

Microsoft Teams Meetings ×

 **New meeting** Create Cancel



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3. Once you select “create” Teams will insert the link in the Canvas page.

 HTML Editor

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