

# RESOURCE PAGE FOR MICROSOFT TEAMS

## MICROSOFT WEBSITES

Accessibility support for Teams

<https://support.office.com/en-us/article/accessibility-support-for-microsoft-teams-d12ee53f-d15f-445e-be8d-f0ba2c5ee68f>

- Make Teams easier to use
- Start using Teams with a screen reader
- Create and modify teams in Teams
- Work with your team in Teams
- Work with channels in Teams
- Check recent activity in Teams
- Schedule and join a meeting in Teams
- Work with files and Wikis in Teams
- Find conversations, people, or files in Teams

Accessibility overview of Microsoft Teams

<https://support.office.com/en-us/article/accessibility-overview-of-microsoft-teams-2d4009e7-1300-4766-87e8-7a217496c3d5>

- Keyboard shortcuts for Microsoft Teams
- Screen reader support topics for Microsoft Teams
- Meet
  - Live closed captioning for meetings (US English only)
  - Blur background or use a background image
  - Pin a meeting participant's video
  - Dedicated chats for each meeting
  - Raise hand (Coming soon!)
  - Audio suppression for background noise (Coming soon!)
  - Add someone, like a coworker or interpreter, to a call
- Chat
  - Limit distractions with Do Not Disturb mode
  - Minimize communication barriers with language translation
  - Customize the reading and viewing experience for different visual and cognitive needs
  - Send audio messages on Teams mobile and use Windows dictation on Teams desktop
- Collaborate
  - Have documents read aloud and broken down by syllables with Immersive Reader
  - Ensure Microsoft Office content is easy for all people to read and edit
  - Pin chats, channels, apps, and documents
- More Features
  - Mute channels
  - Manage notifications and set your status
  - Navigate with a keyboard
  - Dark, light, and high contrast theme
  - Zoom in and out of Teams
  - Use text telephone (TTY)
  - Search for messages and more
  - Compatible with assistive technologies

## Basic tasks using a screen reader with Microsoft Teams