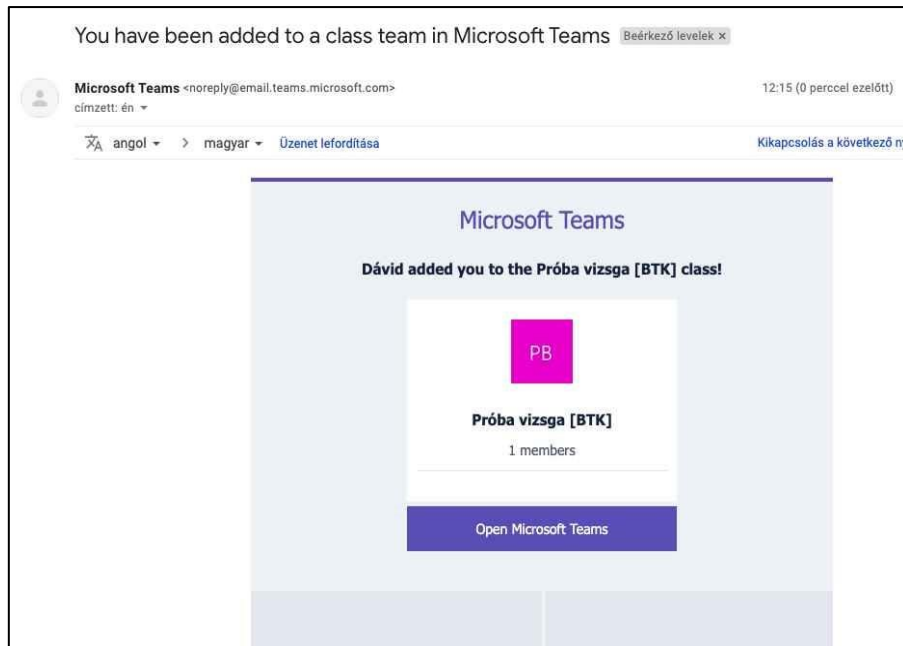
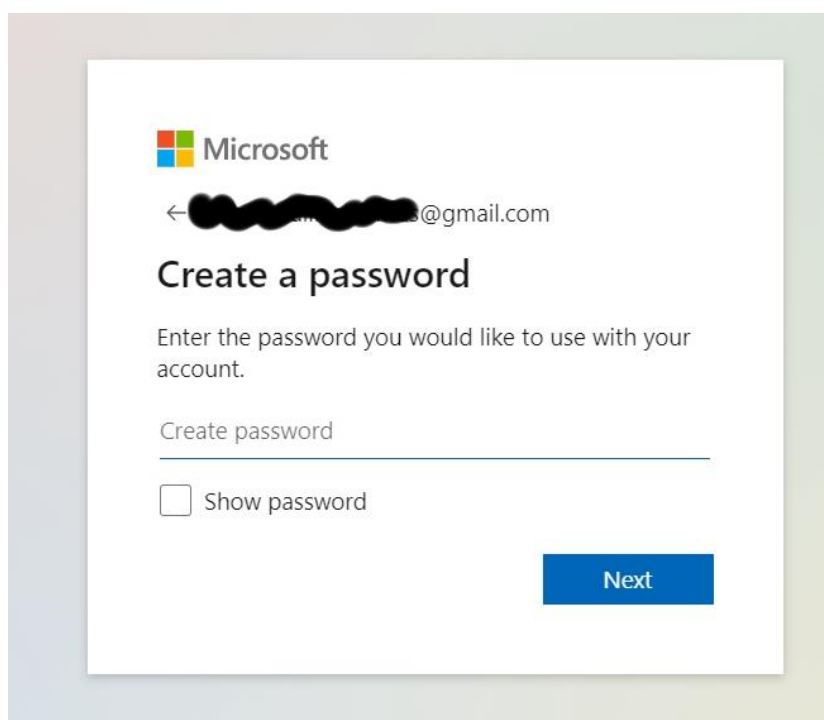


Using Microsoft Teams with non-ELTE email address

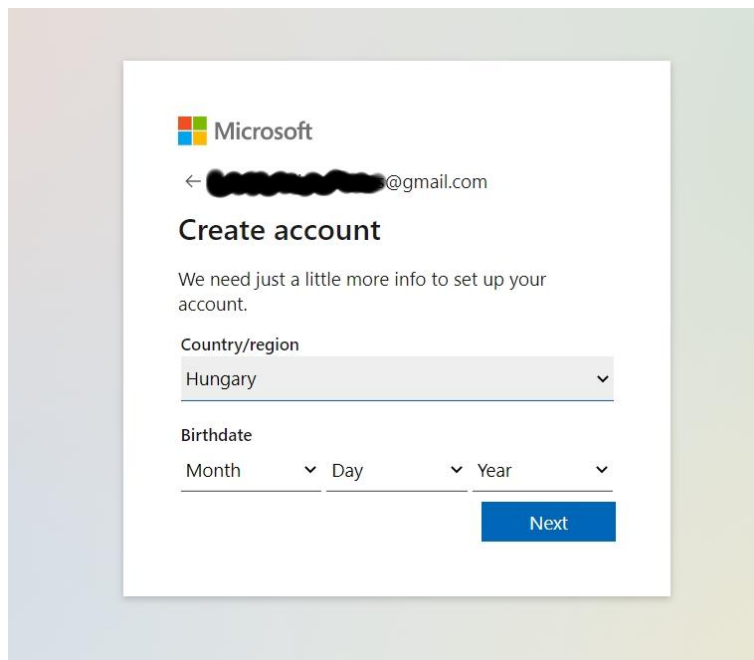
1. If you do not own an email address ending with .elte, you can participate in Teams groups created by ELTE, as a guest. The administrator registers your email address in the system as a guest, then you will receive a notification:



2. In the email, if you click on the “*Open Microsoft Teams*” button, the application and the main page of the given group will automatically open – in case of having a Microsoft account with the given email address.
3. If you do not own a Microsoft account, you have to create one with your non-ELTE email address. Teams offers you to create it. Please click on the “*Next*” button.
4. Give a password. Then press “*Next*.”



5. Give your date of birth. Then click on “Next.”



Microsoft

← [redacted]@gmail.com

Create account

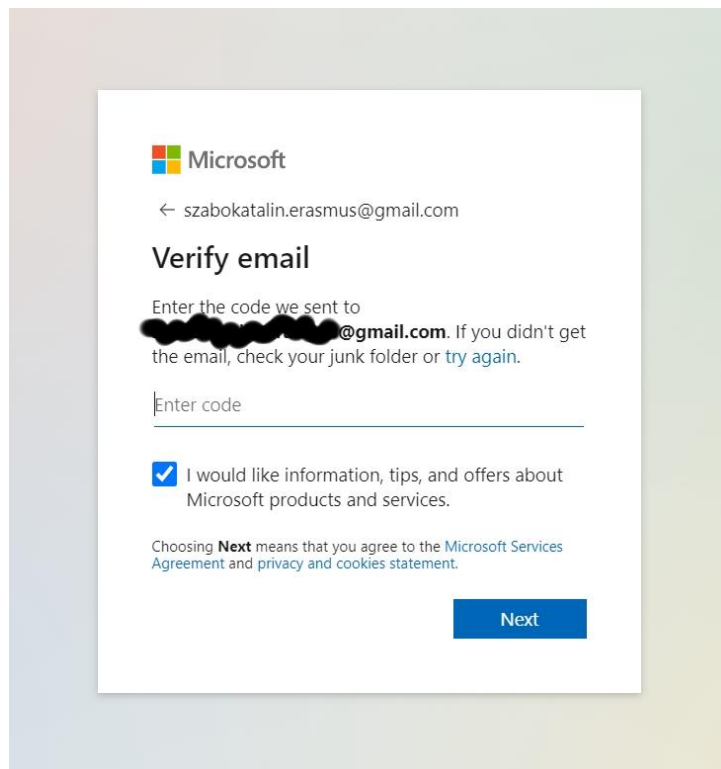
We need just a little more info to set up your account.

Country/region
Hungary

Birthdate
Month Day Year

Next

6. The system will send a code to your email address. You have to type this code into the “Enter code” section. Then press “Next”.



Microsoft

← szabokatalin.erasmus@gmail.com

Verify email

Enter the code we sent to [redacted]@gmail.com. If you didn't get the email, check your junk folder or [try again](#).

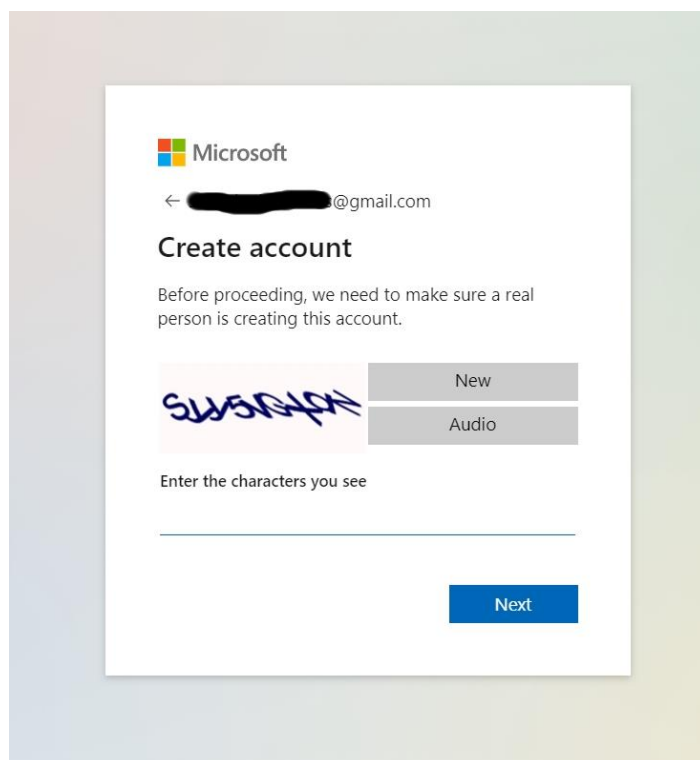
Enter code

I would like information, tips, and offers about Microsoft products and services.

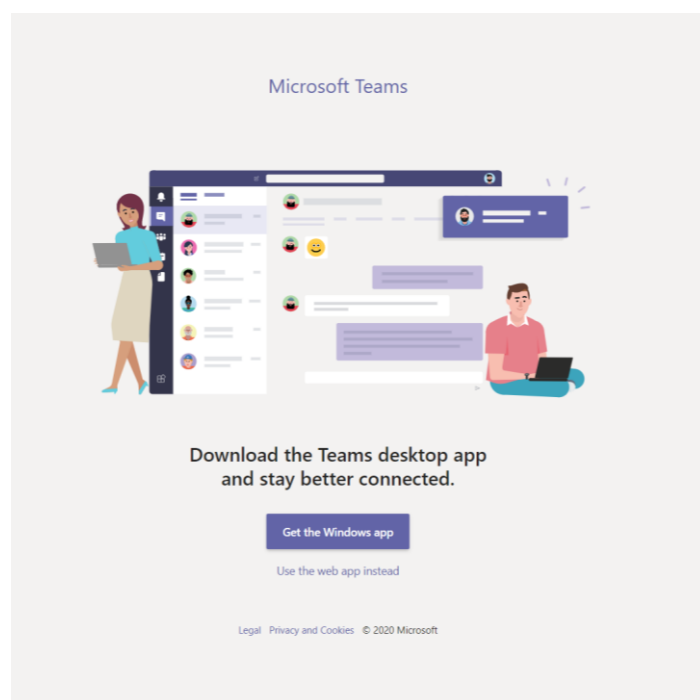
Choosing **Next** means that you agree to the Microsoft Services Agreement and privacy and cookies statement.

Next

7. You have to convince Microsoft that you are human. ☺ Type the characters into the “Enter the characters you see” section. Then press “Next.”



8. Then, clicking on the “Accept” button, you can authorize ELTE to reach your account.
9. You can choose whether you use the online platform or download the application.



10. In both cases, the main page of the group will appear. From here please follow our [guide](#) about the exam regulations.

11. If you decided to use an ELTE email address rather after registering with a non-ELTE address, please inform the administrator of the Teams group and Ms Katalin Szabó coordinator as well at DIA: iso@btk.elte.hu