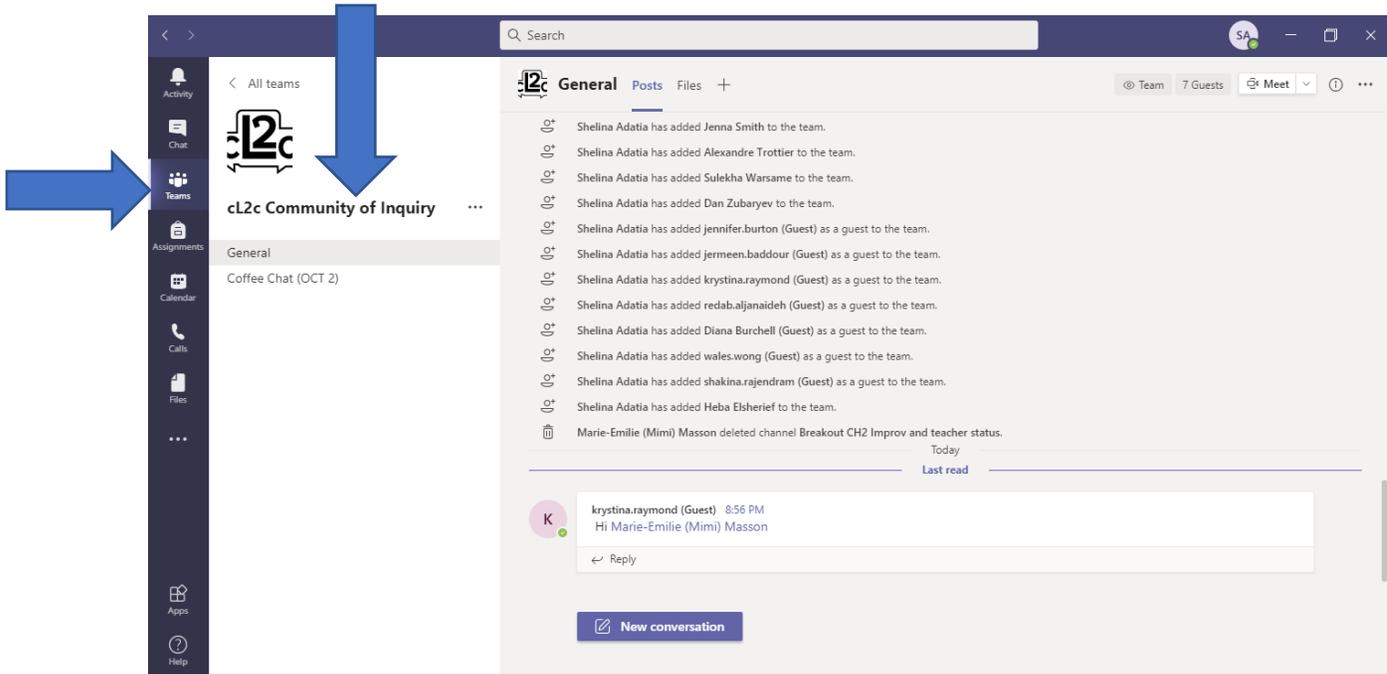


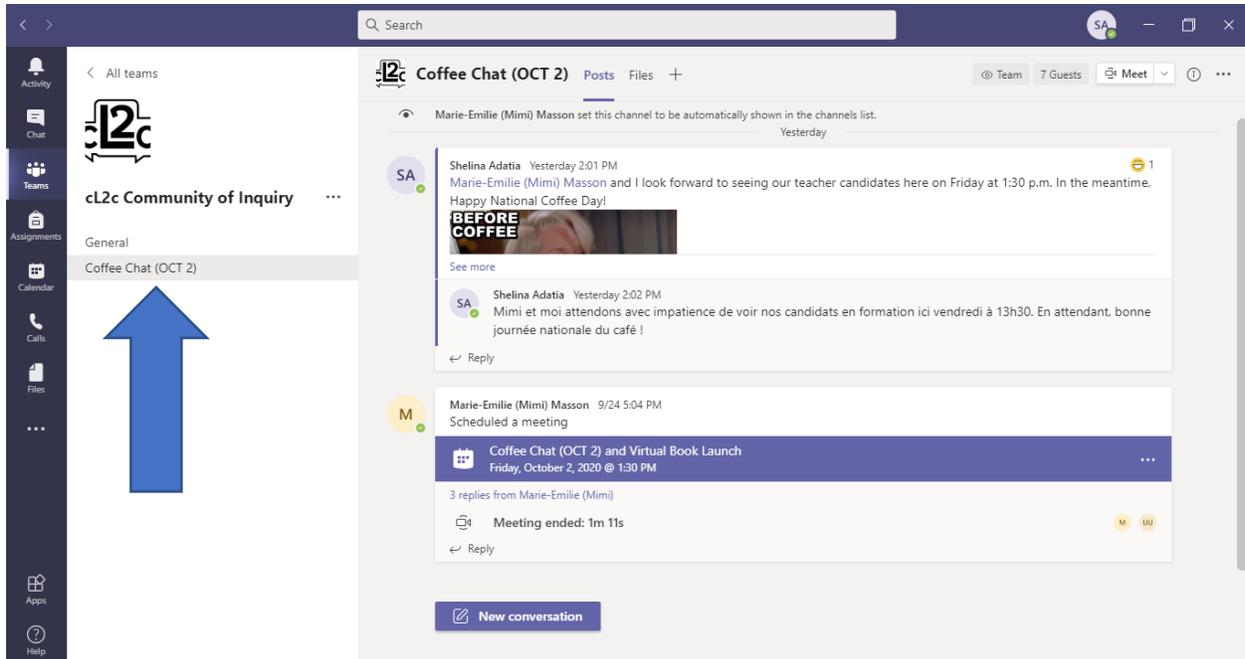
Hello everyone,

In preparation for Friday's Coffee Chat, please ensure that you have downloaded [Microsoft Teams](#). We suggest downloading the desktop version. This short [video](#) provides step-by-step instructions on how to download Microsoft Teams.

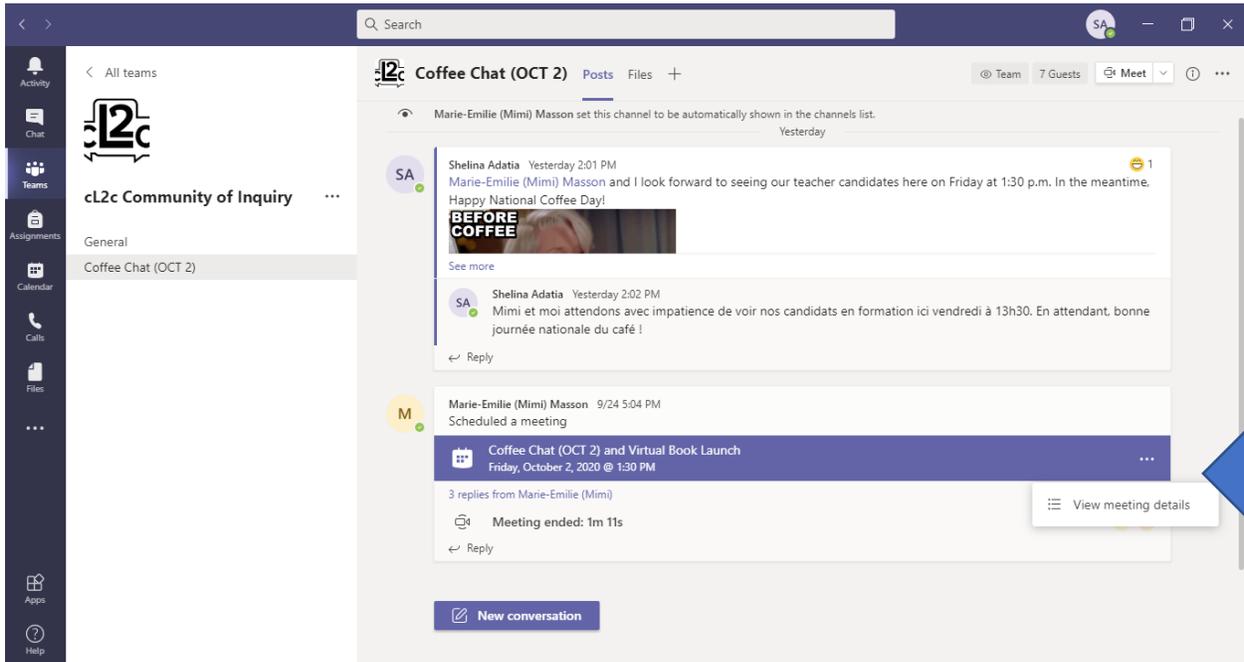
Once you've downloaded it and logged onto Microsoft Teams, go to the **cL2c Community of Inquiry** under **Teams** (you will see a Teams tab along the vertical purple bar to the left of the screen):



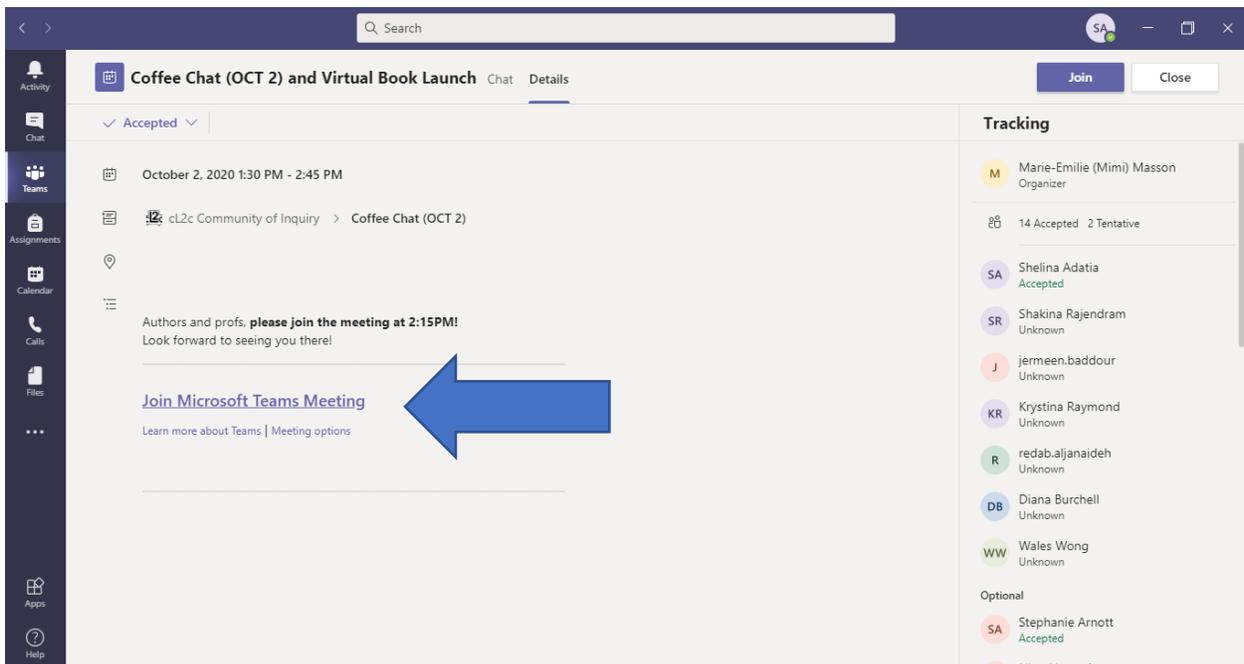
Then, click on **Coffee Chat**.



Next, click on the **three white dots** that are to the right of the invitation (**the invitation is the horizontal purple bar in the chat part**) and then click on **View meeting details**.



Finally, click on **Join Microsoft Teams Meeting**.



To access the different **channels** that are part of the cL2c COI, look under Coffee Chat (Oct 2). Here, you will see a list of channels. To access channels that may be hidden, click on **2 hidden channels**. Then, click on whichever channel interests you and join the conversation.

< All teams



cL2c Community of Inquiry



General

Coffee Chat (OCT 2) 

Community Building for PJ FLS Students (Online)

French Conversation

2 hidden channels 

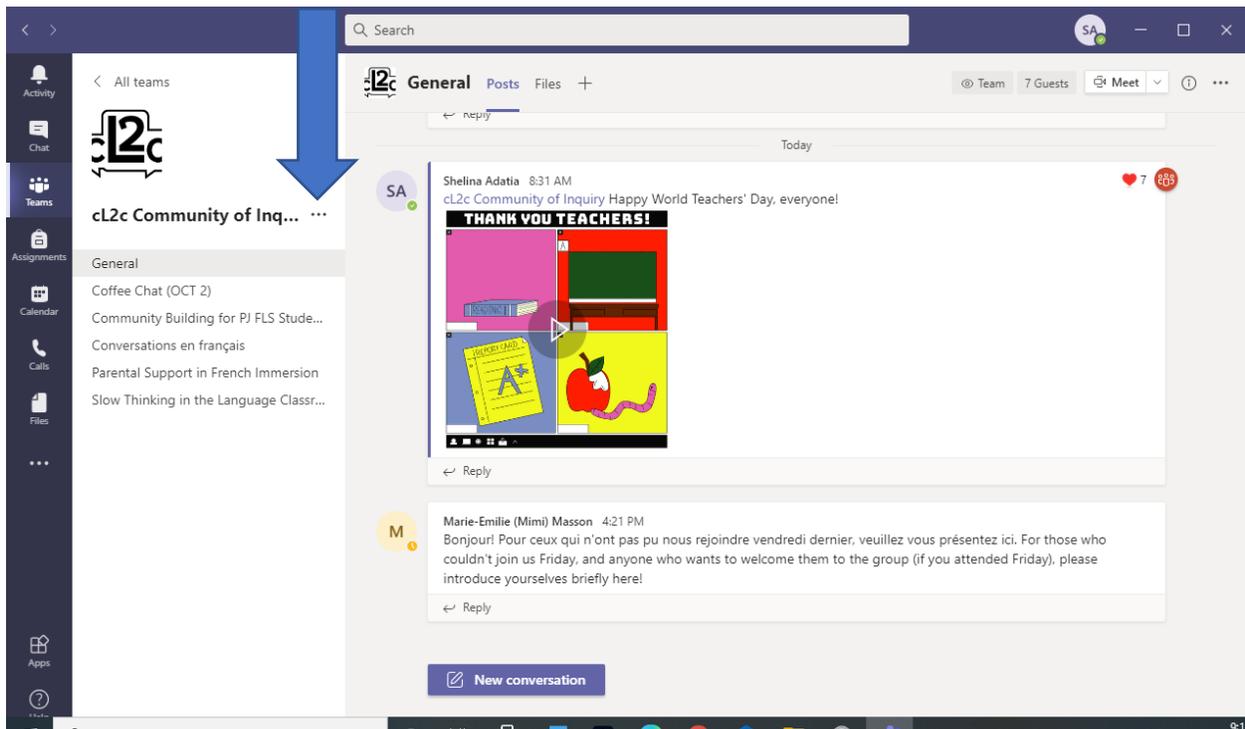
cL2c Community of Inquiry

Parental Support in French Imm...  Show

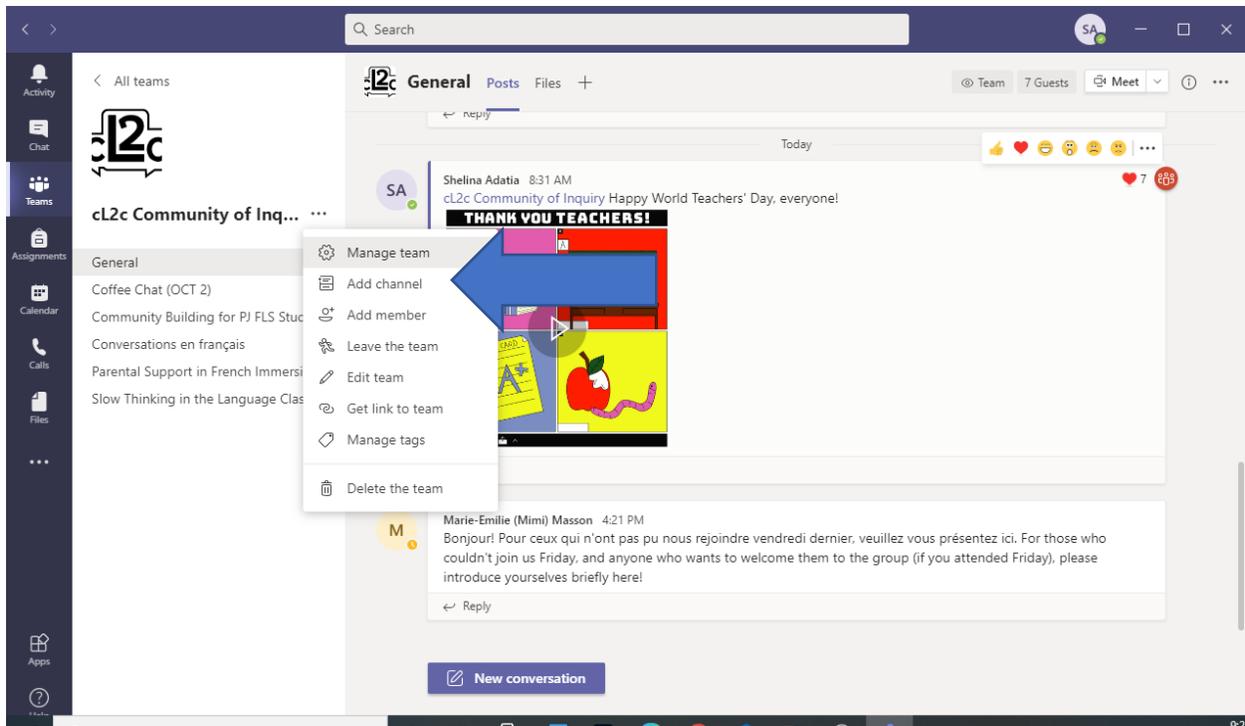
Slow Thinking in the Language C...



To add your own channel, click on the **three dots** next to our team name.



Then, click on **Add channel**.



Lastly, type your channel name and click **Add**.