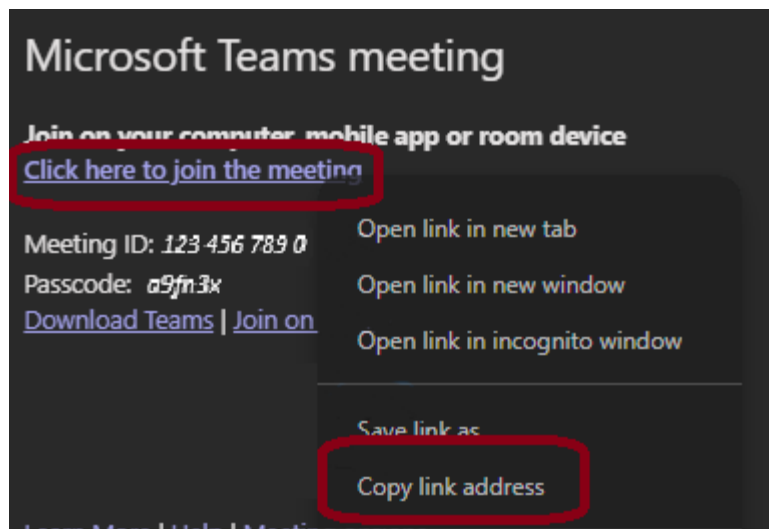
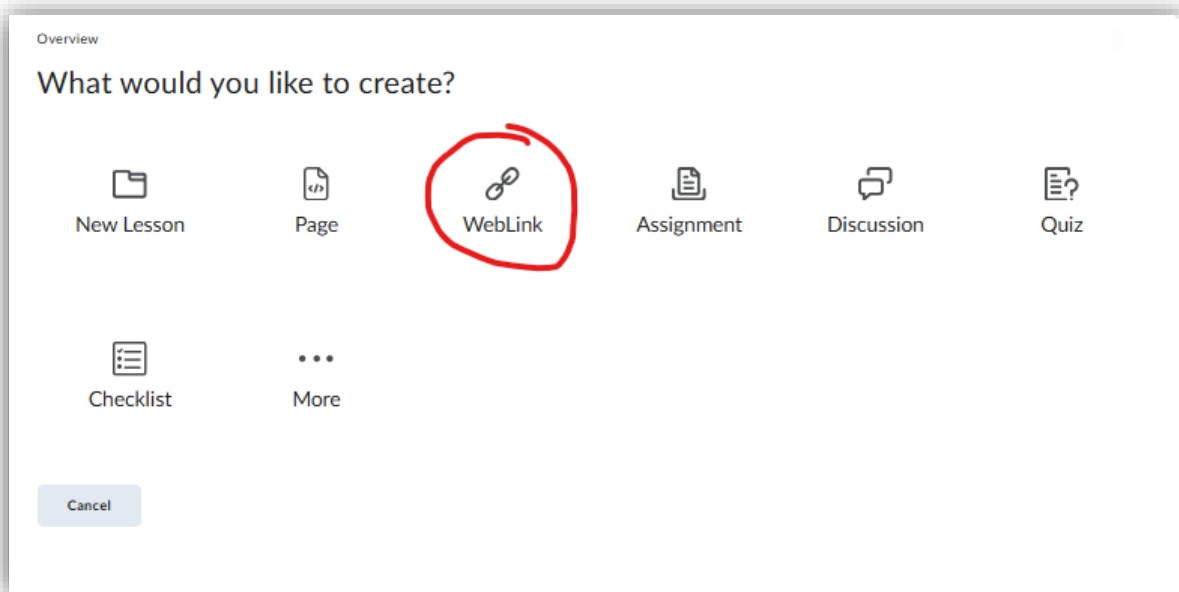
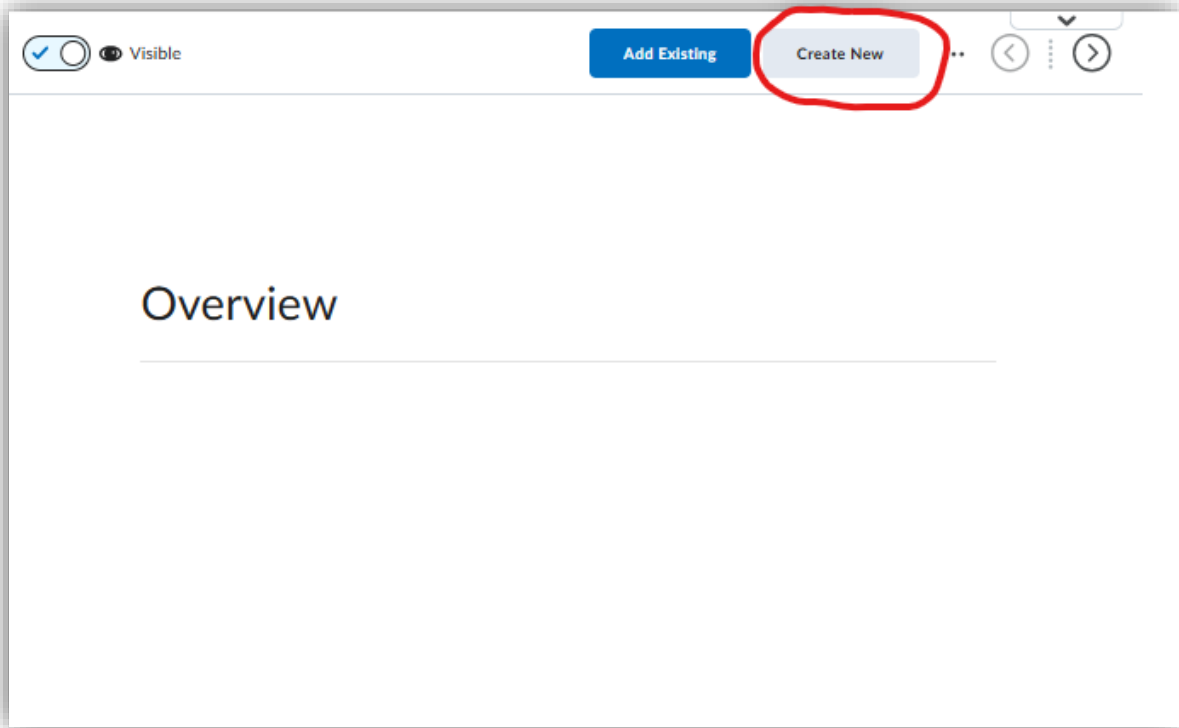


Adding a Teams Link to Brightspace

1. Create a Teams meeting.
 - a. Learn more [here: https://support.microsoft.com/en-us/office/schedule-a-meeting-in-microsoft-teams-943507a9-8583-4c58-b5d2-8ec8265e04e5](https://support.microsoft.com/en-us/office/schedule-a-meeting-in-microsoft-teams-943507a9-8583-4c58-b5d2-8ec8265e04e5)
2. Find your meeting information in the Calendar, then right-click the meeting link and copy the link.



3. Navigate to your Brightspace course, then move to the content area. Click 'Create New' in the module you wish to add the meeting link to. Add a WebLink item.



4. Name your link, set dates if needed, add a description, then paste your meeting link.

[← Back](#) **New Web Link**

Web Link Title *

Due Date

Description

External Link *

My link

Preview


Classroom Meeting - Week One (Teams Meeting)
teams.microsoft.com

5. Click 'Save' at the bottom of the page to finish adding a link!