

Syncing Microsoft Teams

The Microsoft Teams LTI should be listed as "Microsoft Teams meetings" in the list of links available on a course's navigation menu.

To sync a course in Canvas with Microsoft Teams:

1. Login to Canvas
2. Go to the course
3. Click Settings in the course navigation menu
4. Click the Integrations tab
5. Expand the Microsoft Sync integration so you can see the details
6. Turn ON the on/off switch for Microsoft Sync
7. Click the Sync Now button
8. Wait several minutes for the sync to complete
9. Click the "Microsoft Teams meetings" link on the course navigation menu

Course Details Sections Navigation Apps Feature Options Integrations

Integrations

Feature	State
Microsoft Sync	

Sync and Provision Microsoft Teams with your Canvas Course
Note: Syncing is triggered by changes to course enrollments. The first time you enable Microsoft Sync, you may have to trigger a sync manually with the button below.
Also note that Microsoft Teams is unable to support courses with greater than 25,000 enrollments or greater than 100 owners. If your course exceeds these limits, sync will likely be interrupted.

 Status: Sync completed successfully | Last Sync: Aug 19 at 9:25am | No errors

These links were included with the ACCS guidance.

<https://www.instructure.com/resources/videos/using-microsoft-teams-classroom?filled>

[Using Microsoft Teams in the Classroom](#)

Get this quick overview of the using Microsoft Teams in Canvas in your classroom.

www.instructure.com

<https://community.canvaslms.com/t5/Canvas-LMS-Blog/Microsoft-Teams-Meetings-in-Canvas/bap/256340>