



Information Technology

COORSTEK

Learn More About Microsoft Teams

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Dear Team Members,

Many of you are already using Microsoft Teams to host meetings, collaborate on projects and interact via chat and desktop sharing. With the increased usage of Teams, we have assembled some quick videos from Microsoft to help you get comfortable using it. The videos are currently available in English only.

To learn more, go to TeamsTraining.CoorsTek.com to access videos and other resources.

Microsoft has announced that Skype for Business is being retired in early 2021 and will be replaced by Microsoft Teams. CoorsTek is starting the transition now to allow time for training and a smooth transition to the new application. More extensive Microsoft Teams training will be introduced this year.

Who do I contact for help or questions?

Additional how-to documents can be found in the CoorsTek Service Center. Search for "Teams."

If you have additional questions, please contact the [IT HelpDesk](#).

Thank you,

Matt Mehlbrech
Vice President of IT