

# GSD. MS Teams – How to Use the Praise app in Microsoft Teams

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General Information:

Possible symptoms/errors:

How to Use the Praise app in Microsoft Teams.

Alternative names of the system:

N/A

IMPORTANT NOTICE:

N/A

Solution:

Microsoft Teams Praise app is used to acknowledge the achievements of people. This can be delivered in a chat or sent in a channel conversation for wider recognition. This article shows a guide on how to use the Praise app in Microsoft Teams.

Details:

## A. Send Praise

Below the space where user writes a new message or reply, advise them to select Praise or choose Messaging extensions to find it.

Badges default to Awesome. To send a different badge with user's praise message, they need to select a new one from the Badge dropdown menu. Advise the user to add the name of the people that they want to praise and an optional description of up to 500 characters. (Options) Ask the user to select Preview. Once it's ready to go, user needs to select Send.

## B. How to create custom badges

User may want to have their own or a customized badge under Praise. However, even if Praise is currently available in Teams, it is not being offered officially. To have a custom badge, user should open an IT demand with the local IT department.

Assignment Group:

3rd Party e-mail address: One365Support@freseniusmedicalcare.com

Ticket Creation:

Template: N/ACategorization:

Configuration Item: N/ACategory: N/Subcategory: N/A

Important Links:

N/A