## GSD. MS Teams – How to View Call History in Microsoft Teams

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General Information:

Possible symptoms/errors:

How to View Call History in Microsoft Teams.

Alternative names of the system:

N/A

IMPORTANT NOTICE:

N/A

Solution:

In Microsoft Teams, user can see the list of all their incoming, outgoing and missed calls. This article shows a guide on how to view call history in Microsoft Teams.

## Details:

- 1. In Teams, advise the user to click on Calls then to select History.
- 2. Under History, user will see the list of all their incoming, outgoing and missed calls.
- 3. To call someone back, user needs to double-click the person's name in their call history list.

Note: The functionality of exporting the report about call history/session details can be checked and monitored from the Teams admin center. Only O365 admins can see history of calls of each user.

Assignment Group:

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

**Ticket Creation:** 

Template: N/ACategorization:

Configuration Item: N/ACategory: N/ASubcategory: N/A

Important Links:

N/A