

GSD. MS Teams – How to Adjust your Teams Meeting View

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General Information:

Possible symptoms/errors:

How to Adjust Teams Meeting View.

Alternative names of the system:

N/A

IMPORTANT NOTICE:

N/A

Solution:

When user joins a Teams meeting, Teams anticipates what they will want to see and resizes participant thumbnails and content based on the scenario. These meeting views are shown by default, but there are some things you can do to customize the view in user's Teams meeting.

Details:

Adjust view in a Teams meeting:

Teams tries to anticipate what user will want to see in a meeting. When someone starts speaking, we show them. When someone shares content, we show that.

But when user would rather see something else, there are a few ways to tell Teams.

Switch between people and content:

When someone's sharing a presentation, user can switch between viewing that content and watching the people in the room by simply clicking on the video they are interested in. Advise the user to try this when there's a presentation taking place in a meeting room and they want to see who's talking and note their body language.

Pin a video:

To focus on a particular video, advise the user to right click and select Pin. The video will be pinned to user's view regardless of who's talking. User can pin as many videos as will fit on their screen. If user changes their mind, they can right click again and hit Unpin.

Reframe a video:

Teams crops some videos to make them fit the user's screen better. If user wants a different view of a particular video—for example, if someone's cropped out of the video or it only shows part of their

face—advise the user to right click and select Fit to frame to see the entire video.

User can also select Fill frame to see a closer, cropped view.

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