Template CSV attached – required columns are FirstName, LastName, DID, Email, and LocationID

Extension column is optional

If you’ve never used the MicrosoftTeams module install it with *Install-Module MicrosoftTeams*

Import module with *Import-Module MicrosoftTeams*

Use *Connect-MicrosoftTeams* to connect to the tenant's Teams management

Use *Get-CsOnlineLisLocation* to get the available location ID's and fill in the spreadsheet as needed