\# Scheduling a Meeting Invite on MS Teams

# 1. Introduction

Microsoft Teams has a feature to schedule an online **meeting** with individuals or groups. Whenthe user schedules a meeting in Outlook, it will show up in the Teams Calendar and vice versa.

Caption for this Table

| Property | Description |
|---|---|
| | Topic2 |
| Topic1 | • Bullet item<br>• Bullet item |
| TopicA | TopicB |

has context menu

## 1.1. Introduction

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```
{
    "status":"OK",
    "data":
        {
            "message": "Welcome, world!"
        }
}
```

### 1.1.1. Introduction

> Microsoft Teams has a feature to schedule an online meeting with individuals or groups. When the user schedules a meeting in Outlook, it will show up in the Teams Calendar and vice versa.

## 1.2. **Prerequisites**

- Internet connection.
  - MS Teams account.
    - MS Teams App.
  - Device – Android, iOS or Windows.

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        3. Internet connection.__
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## 2. Tables

| *Participants* | Name | City |
| --- | --- | --- |
| 1 | sss | blr |
| 2 | ***sin*** | hyd |
| 3 | ee2 | fff |

![Image1] (C:\Users\sindh\Markdown-9\images\PIC2.jpg)

| *Participants* | Name | City |
| --- | --- | --- |
| 1 | sss test | blr |
| 2 | ***sin*** | hyd |
| 3 | ee2test | fff |

| *Participants* | Name | City |
| --- | --- | --- |
| 1 2232132222222 | sss23213 | blr |
| 2 | ***sin223212223232*** | hyd |
| 3 | ee2 | fff1231222 |