Shortcut to what is new in Teams: <https://support.microsoft.com/en-us/office/what-s-new-in-microsoft-teams-d7092a6d-c896-424c-b362-a472d5f105de>

**What's new in Microsoft Teams**

**Note:** Microsoft Teams will not support Internet Explorer 11 starting November 30, 2020. [Learn more](https://aka.ms/AA97tsw). Please note that Internet Explorer 11 will remain a supported browser. Internet Explorer 11 is a component of the Windows operating system and follows the [Lifecycle Policy](https://docs.microsoft.com/en-us/lifecycle/faq/internet-explorer-microsoft-edge) for the product on which it is installed.

**[Desktop and web](javascript:)**[iOS](javascript:)[Android](javascript:)[Microsoft Teams devices](javascript:)

**July 30, 2021**

**Choose your notification style**

If you are using Teams on Mac, you now have the option to choose between the Teams built-in (purple) desktop notifications or your macOS desktop notifications. With the Mac notification style you have more control, such as muting notifications while in Do Not Disturb mode.

To change your notifications style, select **Settings** > **Notifications**. In the menu next to **Notification style**, select the arrow and choose **Mac**. For more details, see [Change your notifications style in Teams](https://support.office.com/en-us/f1/topic/change-your-notifications-style-in-teams-0da93820-93d0-4da3-86b6-fc28d19908e3?NS=msftteams&Version=16).

**July 16, 2021**

**Automatically adjust mic sensitivity**

End the need to tweak and fuss with your mic sensitivity settings and let Teams do the work for you. Select **Settings** > **Devices** and then turn on the **Automatically adjust mic sensitivity**toggle.

**Auto-record meetings**

Never forget to record a meeting again! In **Meeting options**, switch the **Record automatically** toggle to **Yes** before the meeting begins. When the meeting starts, Teams will automatically begin recording it. After the meeting, the video will appear in the meeting chat and in Microsoft Stream.

Note: This setting is enabled by your IT admin and may not be available to everyone.

**Monitor call quality during a meeting**

Want to track call quality during a Teams meeting or call? See frame rates, data sent and received, bandwidth, and much more in the meeting window. To open, select **More actions** More actions icon  > **Call health**.

Call-quality info appears to the right of your meeting video and refreshes every 15 seconds. For a complete list of what’s tracked, see [Monitor call and meeting quality in Teams](https://support.office.com/en-us/f1/topic/monitor-call-and-meeting-quality-in-teams-7bb1747c-d91a-4fbb-84f6-ad3f48e73511?NS=msftteams&Version=16).

**June 28, 2021**

**Give them the spotlight**

Organizers and presenters are now able to spotlight multiple people in a meeting so that their videos or profile pictures are pinned for everyone to see. To learn more, see [Spotlight someone's video in a Teams meeting](https://support.office.com/en-us/f1/topic/spotlight-someone-s-video-in-a-teams-meeting-58be74a4-efac-4e89-a212-8d198182081e?NS=msftteams&Version=16).

**June 1, 2021**

**Collection of Teams diagnostic logs just got easier**

Right-click on the Teams icon in the system tray and choose **Collect support files**. All desktop and debug logs will be collected in one folder in Downloads. This option will also include media logs (if enabled in Settings). More information can be found at https://docs.microsoft.com/en-us/microsoftteams/log-files.

**May 28, 2021**

**A bigger, better world of emoji**

Express yourself in Teams with a wider range of diversity and representation. The emoji set in Teams has grown from 85 to over 800 emoji, including new categories and different skin tones for specific emoji.

**Share system audio on macOS**

When you share a desktop or window in Teams on Mac, you can now include your computer's sound so people that have joined the meeting can hear the audio coming from it.

**Improved sharing in Teams meetings**

Want to share a PowerPoint slide deck, a window, Microsoft Whiteboard, or a specific screen on your device? With the redesigned sharing experience, it's now easier to find the right content when you need it. Need to share audio, too? You'll also find that when you select Share content  Share content icon in a Teams meeting.

For more details—including a screenshot of the new design—go to [Share content in a meeting in Teams](https://support.office.com/en-us/f1/topic/share-content-in-a-meeting-in-teams-fcc2bf59-aecd-4481-8f99-ce55dd836ce8?NS=msftteams&Version=16).

**Manage who can turn on their camera**

There are two ways to prevent meeting attendees from turning their camera on during meetings. Before the meeting, in **Meeting options**, turn off the **Allow camera for attendees?** toggle and then select **Save**. During the meeting, the organizer and presenters can disable the camera of all or individual attendees by selecting **More options** Teams more options icon next to **Participants** and then **Disable camera for attendees**.

For more details, see [Manage attendee audio and video permissions in Teams meetings](https://support.office.com/en-us/f1/topic/manage-attendee-audio-and-video-permissions-in-teams-meetings-f9db15e1-f46f-46da-95c6-34f9f39e671a?NS=msftteams&Version=16).

**May 17, 2021**

**Set your out of office from Teams**

Whether you're going on an adventure for a week or offline for the afternoon, you can now set your out of office status and Automatic Replies from the Teams desktop or web app.

Select your profile picture, and then **Set status message** > **Schedule out of office**. Or go to**Settings**> **General** > **Out of Office** and select **Schedule**. Just as you would in Outlook, you can personalize  your automatic reply and choose how long it's set.

**April 30, 2021**

**Choose your notification style**

If you are using Teams on Windows, you now have the option to choose between the Teams built-in (purple) desktop notifications or your PC's Windows desktop notifications. With Windows notification style you have more control, such as muting notifications while in **Focus assist** mode.

To change your notifications style, select **Settings** > **Notifications**. In the menu next to **Notification style**, select the arrow and choose **Windows**.

**Note:** Make sure you have notifications turned on for Teams in your Windows setting, otherwise Teams can't send you desktop notifications.

**April 23, 2021**

**New lobby settings for people you invite**

We've added a new lobby setting that lets people invited to the meeting to bypass the meeting lobby. You'll find this setting in **Meeting options**. In the dropdown next to**Who can bypass the lobby?**, choose **People I invite**.

Anyone who receives an invitation, including a forwarded invite, will join the meeting directly. This doesn't include distribution lists—people must be invited individually. To prevent forwarded invites, turn off **Allow Forwarding** in Outlook when you schedule the meeting.

To learn more about meeting settings, see [Change participant settings for a Teams meeting](https://support.office.com/en-us/f1/topic/change-participant-settings-for-a-teams-meeting-53261366-dbd5-45f9-aae9-a70e6354f88e?NS=msftteams&Version=16).

**New attendee mic settings in meetings**

We've also got two new updates to how meeting organizers and presenters manage audio for their attendees.

The first update allows you to unmute attendees even if their hands aren't raised (previously required).

The second update helps organizers and presenters reduce distractions by preventing specific attendees from unmuting during a Teams meeting. Open the list of participants, select **More options** Microsoft Teams more options icon next to a person's name, and then select **Don't allow to unmute**.

To learn more about managing audio in meetings, see [Manage attendee audio permissions in Teams meetings](https://support.office.com/en-us/f1/topic/manage-attendee-audio-and-video-permissions-in-teams-meetings-f9db15e1-f46f-46da-95c6-34f9f39e671a?NS=msftteams&Version=16).

**April 9, 2021**

**Share an email to Teams from Outlook**

While viewing an email in the Outlook desktop app. select **Share to Teams** located in the ribbon. In Outlook on the web (and the new Outlook for Mac), select **More actions** Microsoft Teams more options icon and choose **Share to Teams**. Learn more at [Share an email to Teams from Outlook](https://support.office.com/en-us/f1/topic/share-an-email-to-teams-from-outlook-108fc274-1e64-4ea1-90bb-51c6c7f267e3?NS=msftteams&Version=16).

**March 19, 2021**

**Meet now or later**

Now you can create an instant meeting by using the Meet now button at the top of **Calendar**. To start a meeting—and get a shareable link to it—select **Meet now**. Give the meeting a distinct name (to help find the meeting chat later) and then choose **Get a link**to share or **Start meeting**. If you choose **Start meeting**, you'll jump directly into a meeting where you can invite other to join. For more info, see [Start an instant meeting in Teams](https://support.office.com/en-us/f1/topic/start-an-instant-meeting-in-teams-ff95e53f-8231-4739-87fa-00b9723f4ef5?NS=msftteams&Version=16).

**Start a Teams meeting instantly from Outlook**

Instant meetings have also made their way to Outlook for Windows. Just as you would in Teams, open your calendar in Outlook where you'll find **Meet Now** at the top of the ribbon. Select it to pop open a Teams meeting to get a meeting link or invite participants.

**Let's recap**

Teams now provides a recap of Teams meetings so participants—and those who couldn't make it—can review a completed meeting. A recap including the meeting recording, transcript, chat, shared files, and more are automatically shared in the meeting chat tab and viewable in the details tab of the meeting invite. Organizers will also find the attendance report here.

**Note:** Meeting recordings and transcripts are only available if someone in the meeting turns them on. Currently, transcription is only available in English.

**March 5, 2021**

**Move around with the new grid view**

When you're presenting a PowerPoint deck from the Teams desktop or web app, you have the option to skip certain slides (or go back to one) with the new grid view for presenters. To use grid view in a meeting, choose the PowerPoint option when you go to share content. While in a presentation, select **Go to slide**in the lower left of the presentation (or type G) to see a thumbnail view of each slide. Choose the thumbnail that you want, and you’ll go to that location.

Learn more about presenting in a Teams meeting at [Share content in a meeting in Teams](https://support.office.com/en-us/f1/topic/share-content-in-a-meeting-in-teams-fcc2bf59-aecd-4481-8f99-ce55dd836ce8?NS=msftteams&Version=16).

**February 26, 2021**

**We've made history**

Quickly revisit previous areas you've been to in Teams with the **Back arrow**  Back arrow  at the top of the app. When you hover over the arrow, a history of conversations, channels, apps, activities, tabs, and files will appear. Choose an item from the list to immediately jump back to that spot in Teams. Learn more at [Use History to revisit where you've been](https://support.office.com/en-us/f1/topic/use-history-to-revisit-where-you-ve-been-in-teams-7a89a0e5-9d4a-41a0-8c29-1f218b2fec9e?NS=msftteams&Version=16).

**February 19, 2021**

**When you just don't have the words**

Show them what you're feeling with reactions—now in meetings. Choose from like, love, applause, and laugh. Learn how to use reactions in your next meeting at [Express yourself in Teams meetings with live reactions.](https://support.office.com/en-us/f1/topic/express-yourself-in-teams-meetings-with-live-reactions-a8323a40-3d07-4129-934b-305370a36e21?NS=msftteams&Version=16)

**New keyboard shortcuts in meetings**

Use these shortcuts to raise your hand in a meeting and find out who else has theirs raised. Ctrl+Shift+K (Command+Shift+K on macOS) raises and lowers your hand. Ctrl+Shift+L (Command+Shift+L on macOS) will have your screen reader read aloud a list of anyone else currently raising their hand.

**February 12, 2021**

**Presenters! Pick up where you left off**

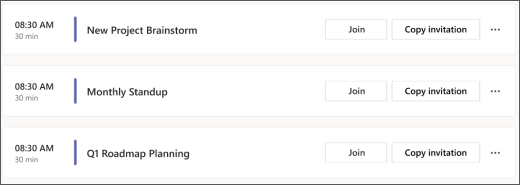
Whether you've stopped presenting and need to share again, or you and a colleague are tag-teaming a big presentation, Teams has your back. You—or anyone else with access to the file in the meeting—can stop presenting a PowerPoint deck and resume again from the same spot. When you go to share your screen in a meeting, choose the PowerPoint file you want to present. The next time it's shared in that meeting, you'll have the option to resume the presentation or start over.

Image of a Teams meeting banner asking if you want to resume presenting from the last slide you were on, with a button to dismiss or resume

**January 29, 2021**

**Your agenda is now in Teams for free**

When you schedule a meeting in the free version of Teams you now have an agenda view that lists all of your upcoming meetings. With this new view you also get a way to copy an invite to share with others and and a shortcut to **Meeting options**. Get the full details at [Getting started with meetings in Teams free](https://support.office.com/en-us/f1/topic/getting-started-with-meetings-in-teams-free-f307d79a-11ce-47e3-91ac-f5f615c7572a?NS=msftteams&Version=16).



**January 22, 2021**

**Google Workspace gets Teams meetings**

Now, it's easy to schedule and join a Teams meeting directly from your Google Workspace calendar with the new Teams add-on. Make video calls, brainstorm together with a digital whiteboard, and stay connected across your school and work. Get instructions on how to add Teams to your Google Workspace at [Install Teams meeting add-on for Google Workspace](https://support.office.com/en-us/f1/topic/install-the-teams-meeting-add-on-for-google-workspace-bba2dfbe-0b2b-4ee7-be10-261ad80ddb60?NS=msftteams&Version=16).

**January 15, 2021**

**Set the scene with Together mode**

We’ve got new scenes for your next meeting in Together mode. So take your team from the auditorium to a world of 8-bit pixels, a winter wonderland, or under the sea. To change the scene once you’re in **Together mode**, select **Change scene**  Edit icon (pencil)  in the bottom left corner of your meeting.

**Publish a company-wide task list**

Create and track work for your entire organization with the new task publishing feature in the Tasks app. Admins and managers can get full details on task publishing at [Manage the Tasks app for your organization in Microsoft Teams](https://docs.microsoft.com/en-us/microsoftteams/manage-tasks-app).

**You’ve been approved!**

Use the Approvals app in Teams to streamline requests and processes with teammates and partners. Create requests, view ones sent to you, and access all past requests from one place. [Watch a quick video to get up to speed on how it all works](https://support.office.com/en-us/f1/topic/what-is-approvals-a9a01c95-e0bf-4d20-9ada-f7be3fc283d3?NS=msftteams&Version=16).

**January 12, 2021**

**Have small group discussions with breakout rooms**

With teachers and meeting organizers conducting lessons and large meetings online, people are looking for ways to encourage meaningful discussions. There's a need for large groups to be able to break out into smaller groups for more engaging conversations.

Luckily, you can get just that with breakout rooms in Teams meetings. Organizers can learn how to set up breakout rooms via the Windows or Mac desktop app at [Use breakout rooms in Teams meetings](https://support.office.com/en-us/f1/topic/use-breakout-rooms-in-teams-meetings-7de1f48a-da07-466c-a5ab-4ebace28e461?NS=msftteams&Version=16).

**January 8, 2021**

**Channel calendars have arrived**

Schedule meetings as a team with the new shared channel calendar. Now you can view all channel events in one location and add them to your personal calendar. Get all the details at [See all your meetings in Teams](https://support.office.com/en-us/f1/topic/see-all-your-meetings-in-teams-cebd0b41-5cab-42bd-a6dc-bca46bda7b35?NS=msftteams&Version=16).

**December 18, 2020**

**All the teams you want**

You get a team and you get a team! Everyone gets as many teams as they need now that there's no longer a cap on how many your org can create. Enjoy the freedom of unlimited teams and organize your work in the way that works best for you and your teammates.

**More languages available in live events**

In the on-going effort to bring more inclusive collaboration to Teams we've added more languages to our live event captions and translations. Hindi, French, Korean, and more! You'll get captions for the spoken language, or translated subtitles in your native language.

Get the full list of supported languages at [Use live captions in a live event](https://support.office.com/en-us/f1/topic/use-live-captions-in-a-live-event-1d6778d4-6c65-4189-ab13-e2d77beb9e2a?NS=msftteams&Version=16).

**Five minutes left**

When you reach the last five minutes of your scheduled meeting, a banner will pop up at the top of your meeting to remind everyone that it's almost time to wrap things up.

**December 10, 2020**

**New look when you join a meeting**

When you join a Teams meeting you'll be greeted with a new look to your audio and video settings. On the right are your audio settings. Choose between using your computer's speakers (default), a meeting room, your phone, or disable all audio.

On the left, you'll get a preview of your video and a setting to turn on background effects. Need to find a specific mic or camera? Under your video preview, select Settings gear icon to open device settings. Use the dropdown menus on the right to find what you're looking for.

**Put a pin in it**

Make it easy for you and teammates to access an important post in a channel by pinning it.  Have company instructions everyone needs to reference? Pin them. Throwing a cyber disco party? Pin the invite for quick access to all the details. Whatever the message is, you can make it quick and easy to find by hovering on the message and selecting **More options**  More options icon  > **Pin**  Pin .

All items pinned in a channel can be found in the channel info pane. You'll find this at the top, right of the channel. Select **Show channel info**  Channel info button  and you'll find **Pinned posts** below the list of members who've recently contributed to the channel.

**December 9, 2020**

**Be a Teams early bird**

If you'd like to try out new Teams features first, join the Teams public preview program! It's new this month. Note that your admin needs to allow access before you can join. Learn how to turn on preview at [Get early access to new Teams features.](https://support.office.com/en-us/f1/topic/get-early-access-to-new-teams-features-a6e387fe-1cad-4f90-ad78-1a311c77b36d?NS=msftteams&Version=16)

[Check out our blog post to learn more about the first set of features available for early preview.](https://techcommunity.microsoft.com/t5/microsoft-teams-blog/launch-of-microsoft-teams-preview-experience-and-alignment-with/ba-p/1964899)

**December 8, 2020**

**Do not disturb until after lunch**

You can now set a duration for your status in Teams. All you need to do is select your profile picture at the top of the app, select your status (**Available**, **Do not Disturb**, etc.) that shows under your name, then select **Duration**. From there, choose your status and how long you want it to display.

**Cut out the background noise**

Go to your profile picture at the top of the Teams, go to **Settings** > **Devices** > **Noise suppression**. In the menu, select **High** for an even stronger suppression of background sounds. So whether your roommate barks at the mailman or does gymnastics outside your door, Teams has you covered with a blanket of quiet.

**November 20, 2020**

**Teams for your personal life, now on desktop**

Connect with family and friends on the new desktop app for Teams for your personal life. Now you can organize plans as a group, store personal information, and share memories whether on the go or from your computer. Get all the details at [Introducing Microsoft Teams for your personal life](https://support.office.com/en-us/f1/topic/introducing-microsoft-teams-for-your-personal-life-bba89850-d946-43f8-a9ea-e742cdc0128c?NS=msftteams&Version=16).

**Do more in meetings with apps**

Enhance your online meeting experience with apps. Just like adding a tab to a chat or channel, after you've sent an invite, open up the meeting details and select Plus sign icon  at the top and choose an app, then select **Add**. Get the full details at [Use apps in meetings](https://support.office.com/en-us/f1/topic/use-apps-in-teams-meetings-62bca572-ba7e-4e21-9190-a47c61319739?NS=msftteams&Version=16).

**November 17, 2020**

**Multilingual communication just got better**

In the Windows desktop app, Teams spellchecker will now detect when you switch languages and adjust accordingly. Spellcheck also now defaults to your operating system's keyboard language and will adjust whenever you switch between keyboard languages.

**Top message results**

In the continued effort to bring you more relevant results, you'll now see the three most relevant messages at the top of the **Messages** tab when you search. Type a word or phrase in the command box at the top of Teams and press **Enter**. Select the **Messages** tab and you'll get three **Top results** followed by **All results**.

**October 29, 2020**

**Keep it secret, keep it safe**

To provide you with even more privacy, Teams now lets you turn off message previews in your desktop notifications. Message previews are on by default. To turn them off, go to your profile picture, select **Settings**> **Notifications** > **Show message preview**. From here, switch the toggle to off.

**Appear offline in Teams**

You can now set your status in Teams to **Appear offline**, You'll still receive notifications if anyone messages you, but you'll be able to work in Teams while appearing invisible to others. Like magic!

**Notification settings got a makeover**

Check out the new, simplified organization of your notification settings. To access, go to your profile picture, select **Settings** > **Notifications** and you're there.

Become a pro at notifications and learn more about the changes at [Manage notification in Teams](https://support.office.com/en-us/f1/topic/manage-notifications-in-teams-1cc31834-5fe5-412b-8edb-43fecc78413d?NS=msftteams&Version=16).

**New industry-based team templates**

Use team templates created specifically for your industry to help you create teams optimized for the way you work. There are also some new templates for project management, employee in-boarding, and more.

Learn how to use templates at [Create a team from a template](https://support.office.com/en-us/f1/topic/create-a-team-from-a-template-a90c30f3-9940-4897-ab5b-988e69e4cd9c?NS=msftteams&Version=16).

**Transfer meetings between devices**

Seamlessly switch between devices when in a Teams meeting. So if you join a meeting from your phone while making your morning cup of caffeine, you can transfer to your computer when you get to your desk and no one will be the wiser.

**October 16, 2020**

**Freehand by InVision brings whiteboarding to the new meeting experience**

You can now use the Freehand by Invision app to collaborate in meetings in the new Teams meeting experience. Have fun sketching new ideas and brainstorming from the comfort and safety of a Teams meeting.

**October 9, 2020**

**Take a peek at your meetings**

View meeting details from your calendar without opening the meeting. All you need to do is hover your cursor over the event in your calendar and a brief summary of details will pop up for you to read.

**Speaker name added to Live captions**

Live captions are now able to attribute the name of the speaker when generating captions during a meeting. Live captions is currently available in US English only.

**New keyboard shortcuts**

For improved accessibility in Teams, there are two new shortcuts. To start a new conversation, type **Alt+Shift+C** on PC and **Opt+Shift+C** on Mac. To reply to a thread, type **Alt+Shift+R** on PC and **Opt+Shift+R** on Mac.

**New attendee audio option for meetings**

Meeting organizers can now disable attendee mics to prevent them from unmuting during a meeting. In **Meeting options**, go to **Allow attendees to unmute** and switch the toggle to **Yes**.

**September 25, 2020**

**Better access to meeting notes**

Meeting notes now supports up to 100 meeting participants at a time. Participants who have access to notes will now continue to have access to meeting notes, even after the meeting ends. Also, if anyone joins your meeting after it's scheduled and doesn't have access to notes, they can now request access from the notes owner. Get the full scoop at [Take meeting notes in Teams](https://support.office.com/en-us/f1/topic/take-meeting-notes-in-teams-3eadf032-0ef8-4d60-9e21-0691d317d103?NS=msftteams&Version=16).

**Share the spotlight**

Spotlighting a video is like pinning it for everyone in the meeting. If you're an organizer or a presenter, you can choose anyone's video (including your own) to be the main video people see. Learn how to bring everyone's focus on a specific person in [Spotlight someone's video in a Teams meeting](https://support.office.com/en-us/f1/topic/spotlight-someone-s-video-in-a-teams-meeting-58be74a4-efac-4e89-a212-8d198182081e?NS=msftteams&Version=16).

**September 11, 2020**

**Push the big button**

Introducing the updated **New conversation** button in channels. Confidently know you're starting a new conversation (and not replying to a thread) with the new button look. The same old keyboard shortcuts will still work for you and you can find those in [Keyboard shortcuts for Microsoft Teams](https://support.office.com/en-us/f1/topic/keyboard-shortcuts-for-microsoft-teams-2e8e2a70-e8d8-4a19-949b-4c36dd5292d2?NS=msftteams&Version=16).

The new button is at the bottom of the channel. Select, **New conversation** to open the box where you write your message. Just as before, you can type a quick message and press Enter to send, or select **Format**  Expand button  to expand the box and use your formatting tools. Select **Send**  Send icon to send your message when in the expanded mode.

**September 4, 2020**

**SharePoint Lists are now in Teams**

Create lists to manage work, track inventory, and more with your team.  Add a list to a channel by selecting Add a tab, then select Lists (you may need to search for the app by name). Create a list from scratch or choose from existing templates and team lists. Get started with Lists in Teams.

**More online collaboration with Microsoft Whiteboard**

Last month, Microsoft Whiteboard released new features that make it easier than ever to keep the creative process going while meeting online in Teams. Sticky notes, text objects, and more give you better organization of your whiteboard. Check out all the news on [Microsoft Tech Community](https://techcommunity.microsoft.com/t5/microsoft-365-blog/microsoft-whiteboard-in-teams-adds-sticky-notes-and-text/ba-p/1565089#:~:text=Our%20updated%20Whiteboard%20features%20in,on%20the%20board%20during%20class.).

**August 21, 2020**

**Real-time status updates in Teams**

We're excited to announce that Teams now provides updates to everyone's statuses as they occur. What does that all mean? You're looking at more reliable and faster updates when your status—available, in a call, etc.—changes in Teams, including turning on and off your out of office (aka Automatic Replies) in Outlook. You'll also get faster updates to events in your calendar.

**July 31, 2020**

**Preview new meeting and calling experience on desktop**

So, what's the new experience? When you join a call or meeting in the Teams desktop app, they will pop out into a secondary window. Use the main window to continue to navigate around Teams without losing real estate in your meetings and calls.

Learn how to turn on the preview of this setting in [Get a preview of new meeting features](https://support.office.com/en-us/f1/topic/get-a-preview-of-new-meeting-features-04533e91-3203-4530-a1c0-8f77c0731699?NS=msftteams&Version=16). Also, check out the full announcement on [Microsoft Tech Community](https://techcommunity.microsoft.com/t5/microsoft-teams-blog/new-meeting-and-calling-experience-in-microsoft-teams/ba-p/1537581).

**July 27, 2020**

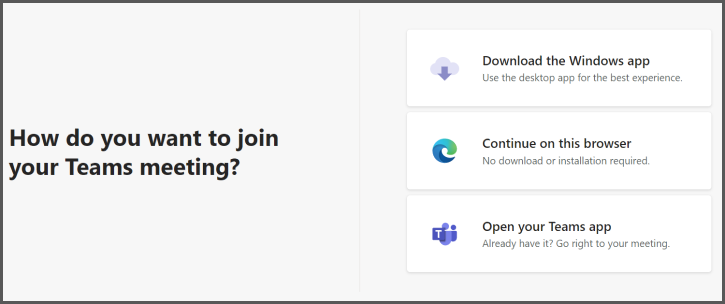
**More control in meeting options**

Now, you have the option to make everyone—even people from your organization—wait in the meeting lobby when they join a meeting you've organized.

To access this setting, open **Meeting options**. Then, where is asks **Who can bypass the lobby?**, select **Only me**. Learn how to access these options at [Change participant settings for a Teams meeting](https://support.office.com/en-us/f1/topic/change-participant-settings-for-a-teams-meeting-53261366-dbd5-45f9-aae9-a70e6354f88e?NS=msftteams&Version=16).

**Clearer options when joining a meeting via link**

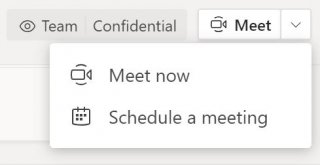
When you join a Teams meeting via a link, you're provided three options for how you can join. If you don't have the app, but want all the meeting functionality it provides, select the first button to download the app compatible with your operating system. Want to join via web? Select **Continue on this browser**. And, if you already have the app, select **Open your Teams app** to join the meeting like you would from the Teams calendar.



**July 24, 2020**

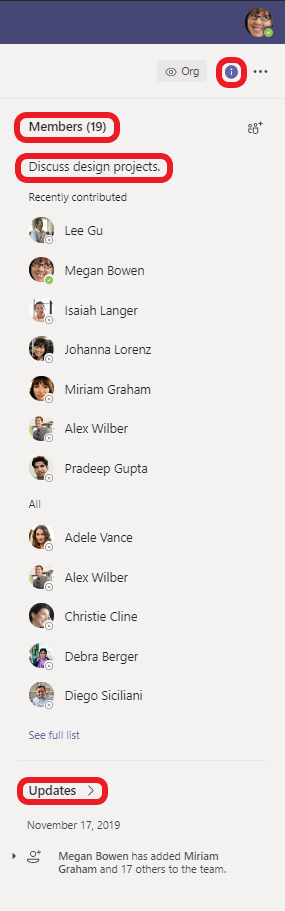
**Channel meetings in an instant**

It's easier to start a meeting in a channel. Select the **Meet** button at the top of a channel and choose to meet right away or to schedule a meeting. When you choose **Meet now**, you'll get the same options for setting your audio and video up before you join as you do for other meetings.



**Access channel information**

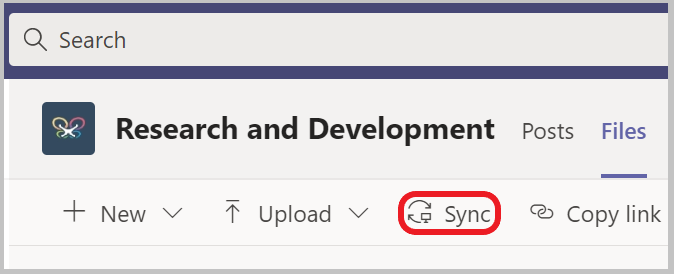
Know who your audience is in any given channel by selecting the **i** in the top right of a channel. You'll get the **About** section, a list of all the members who have access to the channel, and people who've recently contributed to the channel.



**July 17, 2020**

**Refresh the files tab**

Now in channels, select **Sync** to refresh the files tab at any time to make sure you have the latest updates on your team's files.



**July 2, 2020**

**Search within a chat or channel**

Want to search within a single channel or chat for something?  Go to the chat or channel, press Ctrl+F (or Cmd+F for Mac), then type what you want to search for. You'll get results from just that channel or chat. Works for one-on-one and group chats!

The /find command in Teams

**June 26, 2020**

**Meeting and meeting chat size increased to 300**

Get even more people participating in your large meetings with the increased capacity for Teams meetings and meeting chats. Now, up to 300 attendees can join the meeting and send messages in the meeting chat.

**Access notification settings from Activity**

Get quick access to notification settings by selecting**Activity**>**Settings** Settings icon . Choose what activity you get notifications for, and where you get them. Learn more about Teams notifications in [Six things to know about notifications.](https://support.office.com/en-us/f1/topic/six-things-to-know-about-notifications-abb62c60-3d15-4968-b86a-42fea9c22cf4?NS=msftteams&Version=16)

**June 19, 2020**

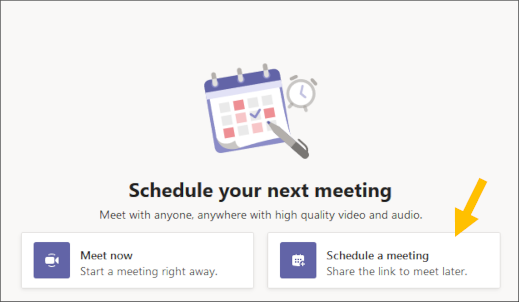
**Improved meetings in Safari**

When joining meetings using the Safari browser on Mac computer, you'll no longer be required to use Audio Conferencing to dial into meetings. The most recent improvements now use your device's built-in mic and speakers for talking and listening.

**June 15, 2020**

**Meet now, or later in Teams free**

Along with instant meetings, you can now schedule a meeting for a future date in the free version of Teams. Read all the details at [Getting started with meetings in Teams free.](https://support.office.com/en-us/f1/topic/getting-started-with-meetings-in-teams-free-f307d79a-11ce-47e3-91ac-f5f615c7572a?NS=msftteams&Version=16)



**June 9, 2020**

**Access pinned chats and channels while offline**

Your most recent conversations, as well as your pinned chats and channels, are now available when working offline in Teams.

**Customize your background**

Whether it's outer space or your favorite cartoon living room, try out customized backgrounds in your next video call. Learn how at [Change your background for a Teams meeting](https://support.office.com/en-us/f1/topic/change-your-background-for-a-teams-meeting-f77a2381-443a-499d-825e-509a140f4780?NS=msftteams&Version=16).

**June 5, 2020**

**Group chat size increased to 250**

More room for everyone, get a large group chat going with up to 250 participants.

**Privacy for people joining meetings via phone**

To increase privacy for participants joining a Teams meeting by dialing in via phone, Teams now obscures your number from any participants that are outside your organization. Your number will still show for teammates in your org.

Top of Form

**Was this information helpful?**

Yes No

Bottom of Form

[Read article in browser](https://support.office.com/en-us/article/d7092a6d-c896-424c-b362-a472d5f105de?ns=MSFTTEAMS&version=16)