

Admin Guide: Enable Microsoft Teams calling for a user

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Read on to learn about how to enable Microsoft Teams calling for a user.

Overview

With the MultiLine integration for Microsoft Teams, users can make and receive calls using their MultiLine number directly within the Calls app in Microsoft Teams.



Before you start

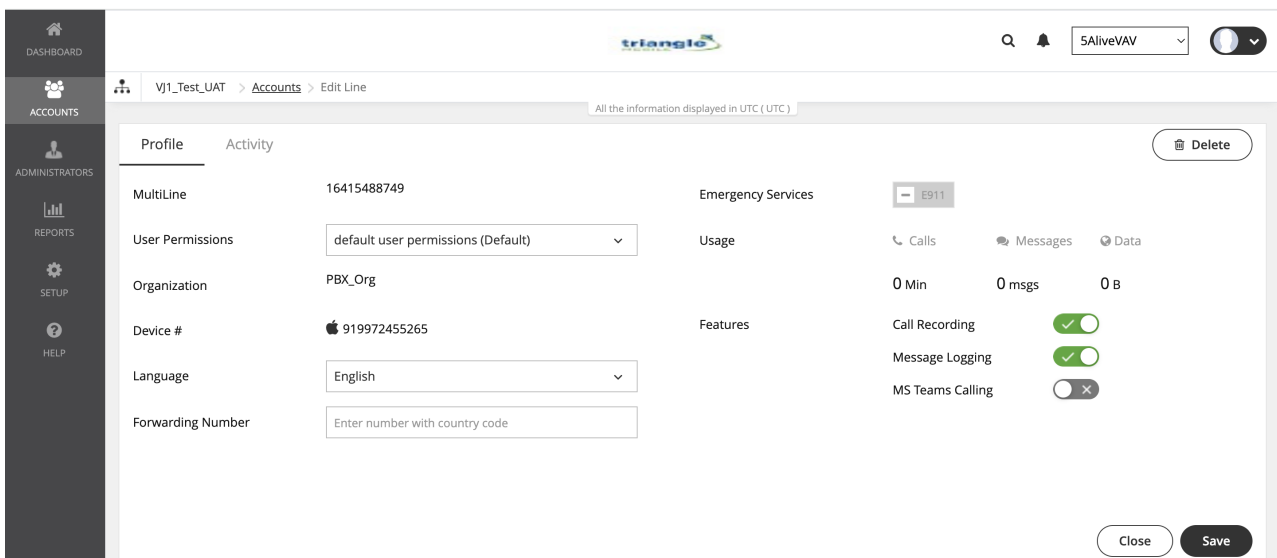
- Movius must turn on Microsoft Teams for your organization for the feature to be available.
- An admin must have "Accounts" Privilege in their Role in the organization to do these instructions. See [What Admin Privileges are in Management Portal?](https://help.moviuscorp.com/help/what-admin-roles-mmp/) [↗](https://help.moviuscorp.com/help/what-admin-roles-mmp/)
[\(https://help.moviuscorp.com/help/what-admin-roles-mmp\) ↗](https://help.moviuscorp.com/help/what-admin-roles-mmp/)

Set up Microsoft Teams calling for user

MultiLine Administrators can set this up for users on their Accounts page. For new users, this is done when adding a user. For current users, this is done by editing the account.

On the accounts page, use the toggle to turn MS Teams Calling on.

- When off, a grey x  will be visible on the toggle and the user will not be able to use Microsoft Teams calling.
- When on, a green checkmark  will be visible on the toggle and the user will be able to use Microsoft Teams calling.



The screenshot shows the 'Edit Line' page for a user in the Movius Admin Portal. The page is divided into several sections:

- Profile:** MultiLine (16415488749), User Permissions (default user permissions (Default)), Organization (PBX_Org), Device # (919972455265), Language (English), Forwarding Number (Enter number with country code).
- Emergency Services:** E911 (E911).
- Usage:** Calls (0 Min), Messages (0 msg), Data (0 B).
- Features:** Call Recording (checked), Message Logging (checked), MS Teams Calling (unchecked).

The 'MS Teams Calling' feature is currently turned off, as indicated by the grey 'x' on the toggle switch. The page also includes a 'Delete' button and 'Close'/'Save' buttons at the bottom right.

