

Getting the New Teams Experience

Last Updated: March 17, 2021

Features of the New Teams Experience

New features include:

- Breakout Rooms – create sub-meetings within your Teams meeting to allow for smaller group discussions
- Large Gallery Mode – see up to 49 people on a screen
- Together Mode – see meeting participants in theatre seating
- Pop Out Meetings – view your video conference in its own separate window
- Meeting Notes – take notes in the main Teams window (separate from the meeting window)
- Focus Mode – view only the content that is being shared and not participant video feeds

Learn more about the features of the New Teams Experience on our website at:

<https://www.sd68.bc.ca/document/it-new-teams-experience-features/>

How to Get the New Teams Experience


Run the Teams Updater that will update your version of Teams and make sure the new Teams Experience box is checked – that's it! (Detailed instructions below)

What if You Aren't Ready for the New Teams Experience?

No problem – the version you're running now will continue to work minus the features listed above.

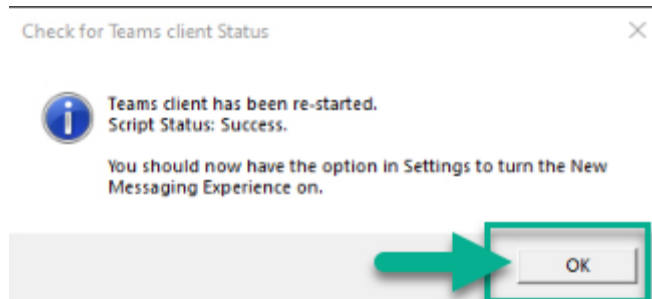
Updating Teams

When logged into a district computer at your work site, run the [TeamsNME.exe](#). It will update Teams on your computer and close Teams as part of the process.

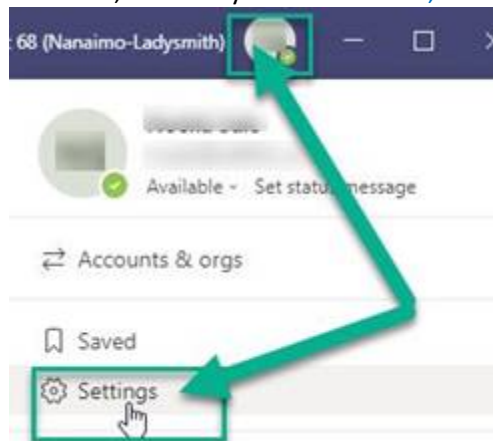
1. Open up [File Explorer](#)  and go to the [Public \(X:\)](#) Drive



2. Double click on [TeamsNME.exe](#) in the root of Public (X:) to update Teams
3. When Teams is updated, you will see this Box. Click on [OK](#) to close it

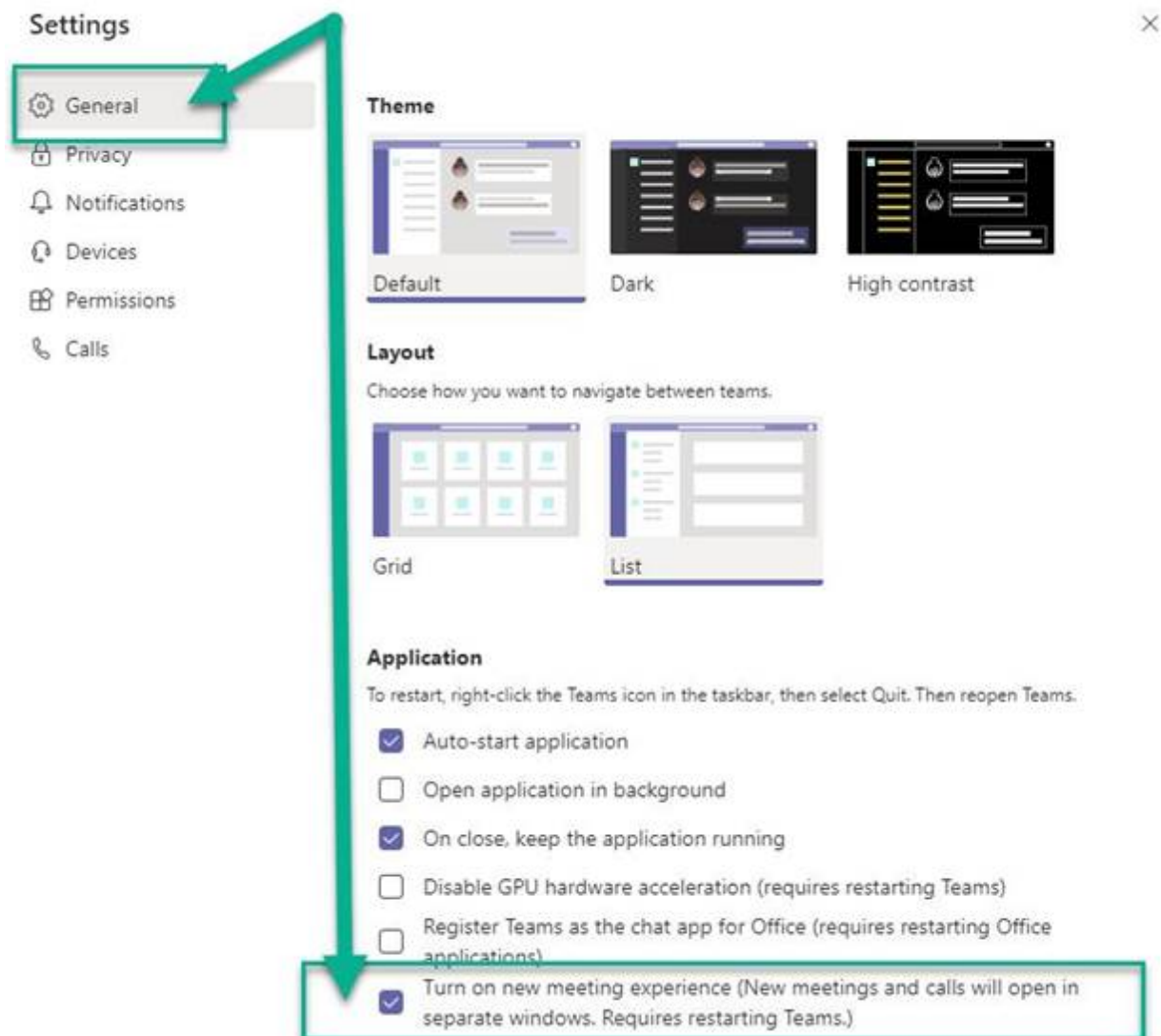


4. In Teams, Click on your [User Profile](#), and select [Settings](#)



5. In Settings, select **General** and the Box **Turn on new meeting experience** should be checked. If not, please [check it](#).

If there is no check box for turning on the new meeting experience, move to step #6 below.

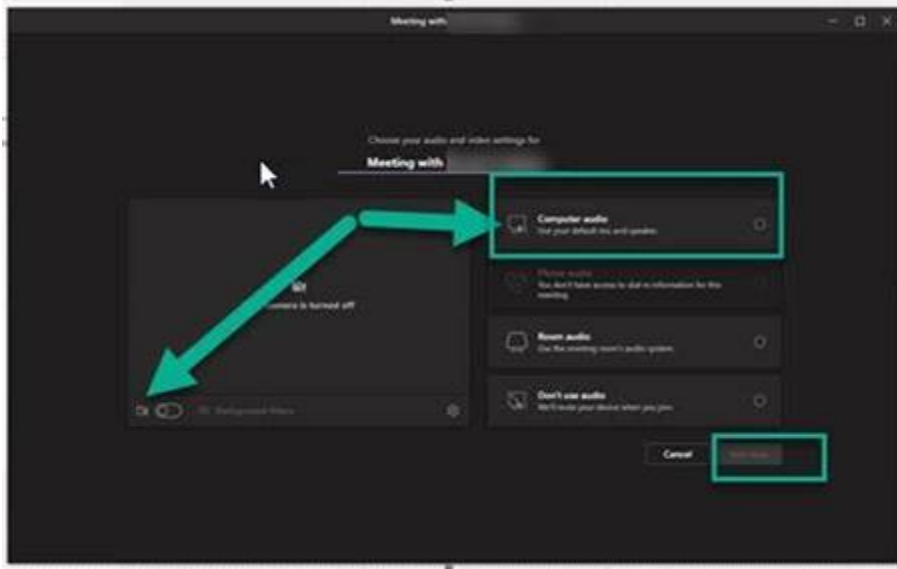


6. Not all versions of Teams will have the “Turn on new meeting experience...” check box. In this case, the only way to test for sure, is to try a [test meeting](#).

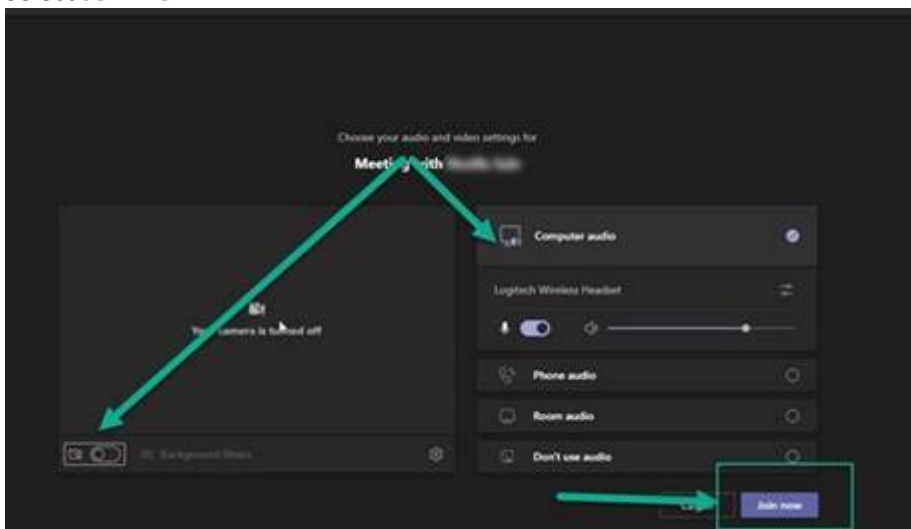
7. Go to your calendar and select [Meet Now](#) to do a test meeting



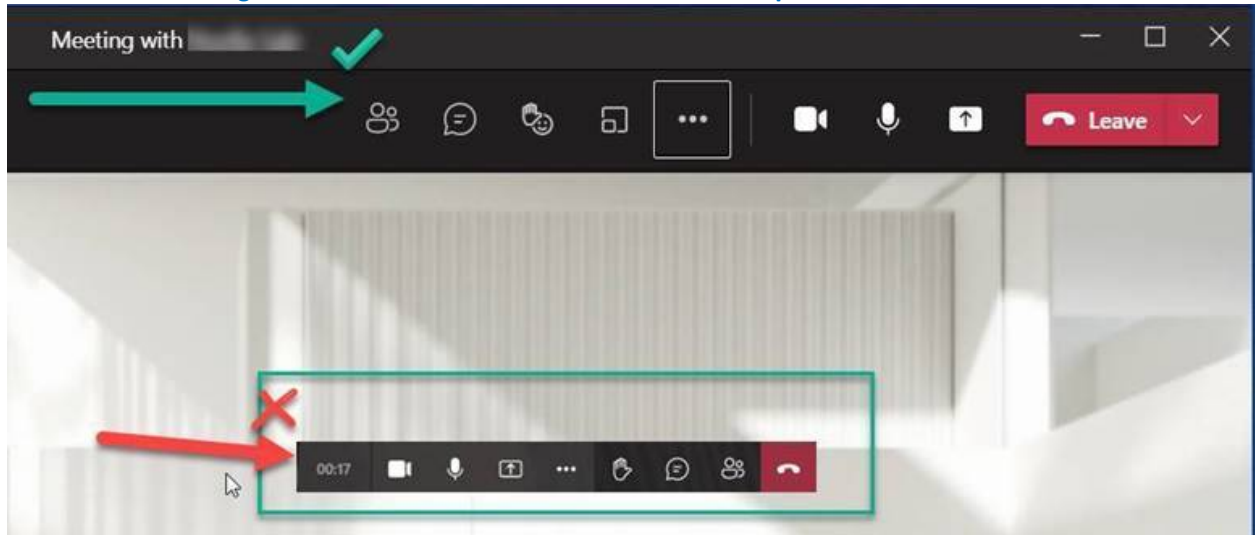
8. Select [Audio](#) and you can [join](#) the meeting. You can also select the [Video](#) as well.



9. Select [Join Now](#)



10. Your Teams Meeting Control Taskbar toolbar should be at the **top of the screen**.



If it's a floating toolbar in the middle of the screen, then you still have the older version.

If you run into this or any other issues when updating Teams, please contact Help Desk.