

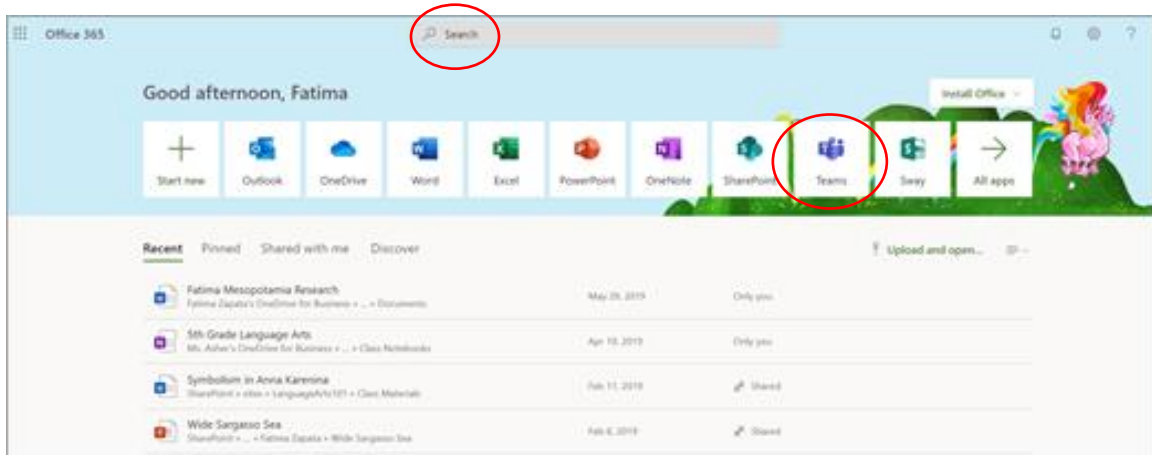
## How to Access Academic Advising's Live Chat

Access Academic Advising's Live Chat feature in Office 365 Education and Microsoft Teams. Grab your device and your Nipissing University sign-in information and head to Office.com.



### Sign in to Teams

1. Open [Office.com](https://office.com) and sign in with your Nipissing University email (ending in “@my.nipissingu.ca”) and password.
2. From your Office.com homepage, click on the **Teams** app to open right in your browser. You can find this in the menu on the left or through searching for **Teams** in the search bar.



3. Select **Chat** to open the chat function. An Academic Advisor will send you a direct message when they are ready to assist you.

