

Microsoft Teams

Note This article is for BrightWork 365 Release February 2023 (v1.6) and newer.

Introduction

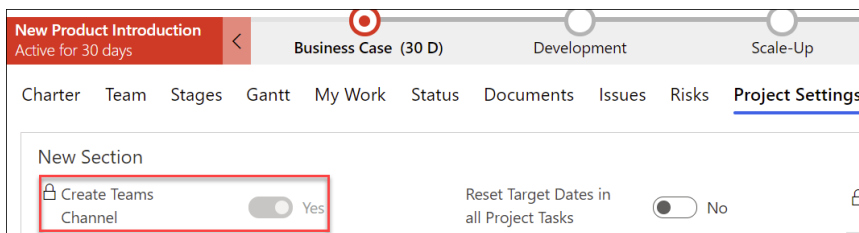
With Microsoft Teams integration, BrightWork 365 provides powerful options for staying connected and keeping your projects organized. Each BrightWork 365 Program can have its own Microsoft Team, and each project can have its own Microsoft Teams Channel.

Note

- In order for a Microsoft Teams channel to be created for a project, a Team must have been [created previously](#) for its associated program, and the program must have been [configured](#) to use the Team.
- In newer versions of Microsoft Teams, Microsoft retired the ability to load websites inside the Teams client. These website links will open in a new browser tab instead.

Create a Microsoft Teams Channel for a Project

1. In the project click on the **Project Settings** tab and switch the **Create Teams Channel** slider to **Yes**.



2. When the process has completed you will find the new project channel in Microsoft Teams in the Team associated with the project's program.

Tip See the [Document Management](#) article for information about using the Microsoft Teams Channel 'File' tab.

Approvals in Microsoft Teams

In addition to reviewing and acting on approval requests found in the automatically generated approval request emails, you can also do so within Microsoft Teams by installing Approvals in Microsoft Teams. See this article for more information:

<https://learn.microsoft.com/en-us/power-automate/teams/native-approvals-in-teams>.

