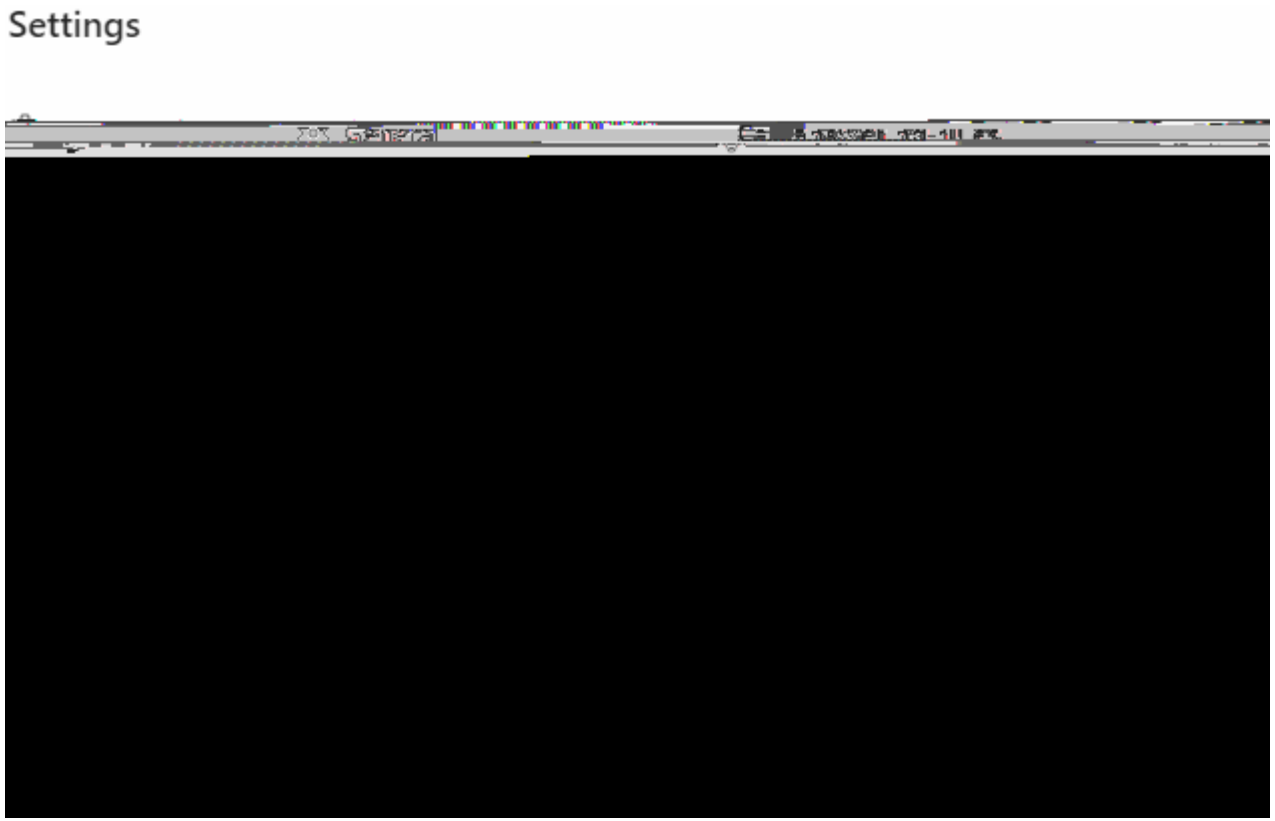
Forwarding a call within teams

Here is a guide to forwarding calls within teams.

1. Open up Microsoft Teams

Navigating the Calls section



On the settings column select Calls, then under Call Answering Rules select “Forward my calls” button.