

Thank you for choosing the Midwest Roofing Contractors Association CERTA Training Platform. We have selected Microsoft Teams as our training platform because of its widespread use in education across the country. Starting out with Microsoft Teams can be tricky if you are unfamiliar with the tool. Thankfully, it's cross-compatible with a number of devices, making it much easier to get started. You can use whatever device is most convenient to you, ranging from PC to tablet, including Apple devices.

MS Teams meetings enable interactive, collaborative meetings with people inside and outside of our organization. Companies and schools across the country also use Teams meetings to support remote learning and training with both internal and external audiences.

Key features

- Collaborate in real time using video & text chat
- Catch up on missed meetings with a video recording and searchable transcript.
- Join the meeting from any browser or using the Teams app on PC, Mac, Linux, iOS, and Android.
- Join via phone number using audio conferencing when internet connectivity is poor.

MRCA's website will feature more information on how to schedule a training session and join our Microsoft Team ([CERTA Landing Page](#)). Upon registering for a CERTA training session, you will receive a code to join the "CERTA Channel". Joining the "CERTA Channel" is optional, but you could lose out on some beneficial features. With the "CERTA Channel", you can directly download class related files, view course announcements, and directly chat with your trainers in case you have questions. For access to these features within MS Teams you will have to create or sign in with a free Microsoft account.

If you would prefer to choose not to create a Microsoft account, you can still join your scheduled training session by clicking a link that we will provide in your confirmation package (similar to the Zoom platform). We have also created a dedicated email and phone lines with text capabilities to facilitate participation in the program.

Microsoft offers a beginner's guide that you can read beforehand: <https://howchoo.com/microsoft/how-to-use-microsoft-teams>



Let's team up and get started!