



## School District of Loyal

### Turning Off Microsoft Teams

Microsoft Teams loads automatically on most school owned devices. If you don't use Teams, feel free to use the directions below to disable auto start. If you disable, you are still able to use by clicking on the icon on your desktop. This will also free up some space on your computer.

1. Open Teams
2. Click on the 3 dots in the blue bar just in front of Loyal School District



3. Choose **Settings**
4. **General**, Scroll down to **Application**, **Uncheck Auto-start application & On-close, keep the application running.**

#### Application

To restart, right-click the Teams icon in the taskbar, then select Quit. Then reopen Teams.

- Auto-start application
- Open application in background
- On close, keep the application running
- Disable GPU hardware acceleration (requires restarting Teams)