

Subject: Microsoft Teams to O365 IL5 Team, Information and Instructions.



ARMY UC TEAMS QUICK GUIDE ARMY UC (IL5) AND CVR (IL2) TEAMS

Accessing Army UC (IL5) Teams and CVR (IL2) Teams Simultaneously

As the Army UC version of Teams deploys, users will have the opportunity to continue to use the CVR version. Users may access both versions until the CVR version is deactivated (date and time to be announced). This guide walks users through how to access the Army UC and CVR versions of Teams simultaneously.

A. Log in to Army UC Teams on your Desktop app

Use the desktop app to access your Army UC Teams account:

1. Open the Teams app
2. Enter your Army UC Teams account (usually first.mi.last.mil/ctr/civ@usa.army.mil)
3. Select your Authentication certificate
4. Enter your CAC pin

The system will load your Army UC Teams account.

Remember: Army UC Teams is being deployed on NIPR and may only be accessed using a government information system (NIPR device, DoD Network, or VPN) and requires the use of your CAC.

B. Log in to your CVR Teams using the web

Use the web to access your CVR version of Teams (steps provided by https://www.cloud.mil/Portals/96/Documents/CVR/End-User_Log_on_Guide_to_Microsoft_Teams.pdf):

1. Open your web browser
2. Enter the URL: https://teams.microsoft.com/?domain_hint=cvr.mil
3. Enter your CVR account (usually first.mi.last.mil/ctr/civ@cvr.mil)
4. Enter your password
5. Complete the Multi-factor Authentication (MFA) Process
6. Select Yes on the Stay Signed In pop-up

The system will load your CVR Teams account. Note that you can access this and other CVR Teams training at: <https://dodtelework.sharepoint.com/sites/TeamsLearning>.

Once you have logged in to the two separate applications, you will be able to toggle between the two applications. Keep in mind that Army UC Teams is on IL5 while CVR is on IL2, so the applications are not integrated.

Note that when logging into either application, make sure you are using the appropriate log in address and CAC Pin or password for the account.

Teams is a Government Information System under AR 25-2 and DoDI 8500.01.

All civilian and military personnel should login to authenticate their O365 accounts, by 01-31 March 2021-:

1. Using Edge or Chrome, navigate to <https://dod.teams.microsoft.us> -OR- use the Teams App.
2. Enter your Army O365 Account: first.mi.last.mil/ctr/civ/naf@usa.army.mil
3. Select "Sign-in with CAC" and choose Authentication certification.

If you have any issues during this process, contact the Army Enterprise Service Desk (AESD-P) at 866-335-ARMY, option 2, Option 2, Option 1.