Launch email

Send on Launch Day

**We recommend you copy the content below into your internal communication template.**

Subject

Upgrade: Your **Operator Connect for Microsoft Teams** is now live

Content

Operator Connect for Microsoft Teams is here. Let’s get started

Making calls just got easier. Operator Connect for Microsoft Teams now has an enhanced phone capability that is live and ready to use. This makes Operator Connect for Microsoft Teams your single app for collaboration, chat and calling.

**To start using Operator Connect for Microsoft Teams follow these steps.**

1. **Find your number** which is shown above the dial pad in Operator Connect for Microsoft Teams app.
2. **Learn about how our new phone capability works** by visiting the [BT Adoption Hub](https://business.bt.com/user-adoption/microsoft/teams/operator-connect/) which includes quick start guides, training videos, top tips and more.
3. **Start making and receiving** all your internal and external phone calls within Operator Connect for Microsoft Teams.
4. **Download the** app to your mobile. Simply go to your app store and search for Microsoft Teams and download the app.
5. **Update your email signature and everywhere your old number is promoted** with your new Operator Connect for Microsoft Teams number. **<remove if N/A>**

If you have any questions, please contact **<service name>**.

Please look out for emails with Operator Connect for Microsoft Teams in the title for further information.

Thank you in advance for using this new technology.

Kind regards
**Internal Endorser**

Thank you,

Internal Endorser Kind regards
**Internal Endorser**