

Video Interviews – instructions for applicants – Android Phone or Android Tablet

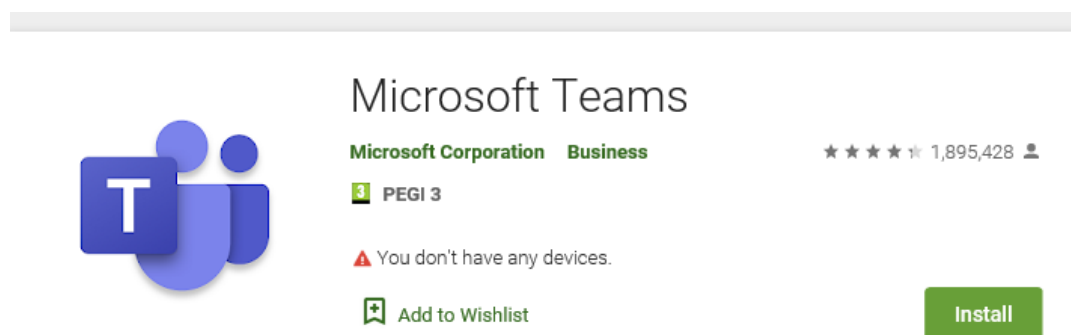
We are currently conducting interviews by video call using Microsoft Teams.

Please follow the instructions below if you are using an Android Phone or Android tablet.

You will need to download the free 'Microsoft Teams' app from the Google Play store. You may need your Google account password to download the app (this will depend on your settings).

You can just search the Google Play store for 'Microsoft Teams' or here is the link:
<https://play.google.com/store/apps/details?id=com.microsoft.teams>

The icon looks like this:



To download it to your phone click the 'Install' button.

Once it's downloaded you don't need to do anything - **you don't need to make an account or log into the app.**

To arrange the interview, we will send you an invitation by email. The email will show the day and time of your interview and will include a link that says 'Join Microsoft Teams Meeting' like this:

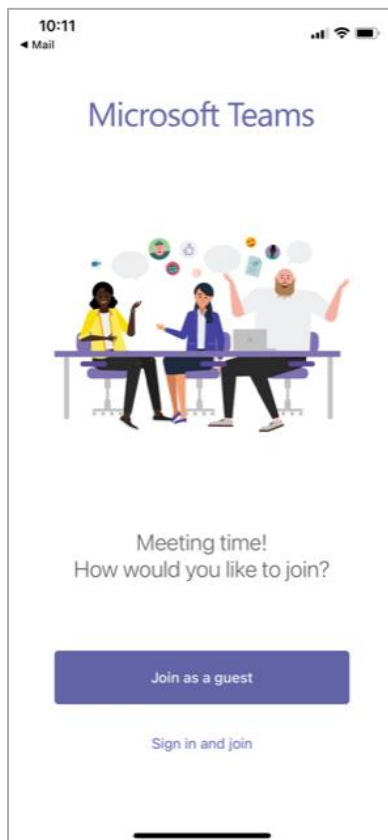
[Join Microsoft Teams Meeting](#)

[Learn more about Teams](#) | [Meeting options](#)

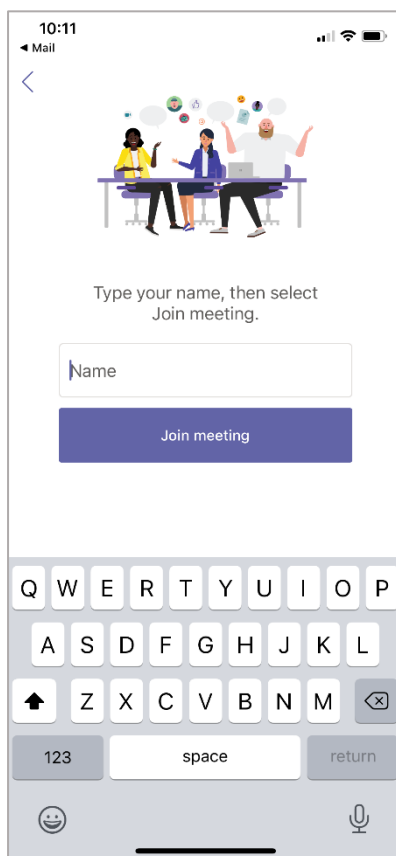


When it's the day and time for your interview, open the email and click on the 'Join Microsoft Teams' link. You will likely be asked if Teams can use your camera and microphone – click yes/accept.

You will then see this screen:



Click on the blue box that says 'Join as a guest'.



Type in your name and click 'Join Meeting'

You will then join the meeting. If nobody is there please just wait – your interviewer should be along shortly.

If you have any problems please contact us using the contact details in the email we've sent you.

