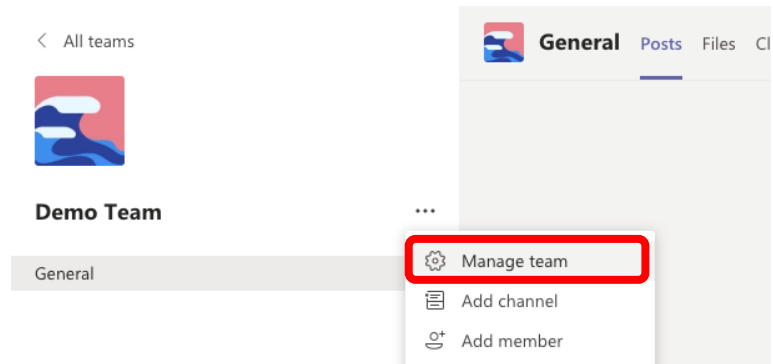


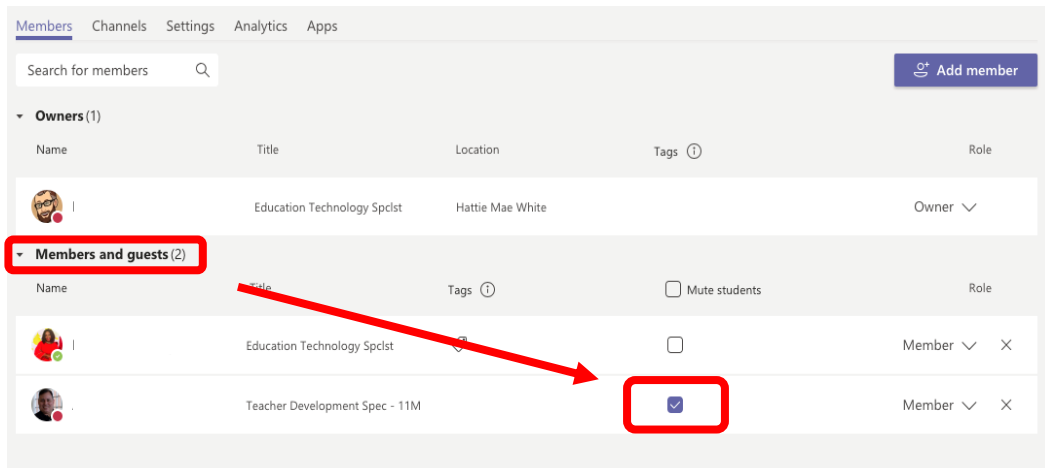
## Stop Students Using the Chat Function

Use the Manage Team feature to stop one or more students from using the chat function during meetings that are created in a Teams Class.

1. Open the team you want to change chat access on. Click on **Manage team**.

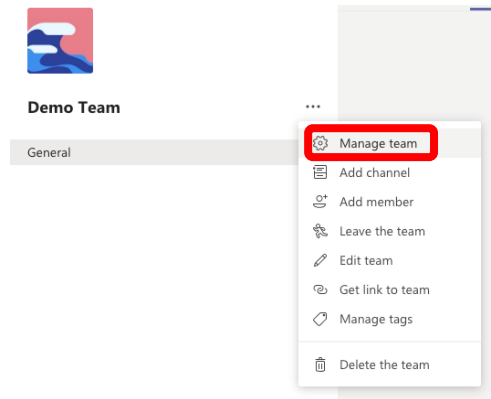


2. Click on **Members and guests**. Then click on the **Mute students** check box to mute that student in the chat. This will not mute them from speaking in the meeting, just in the chat.

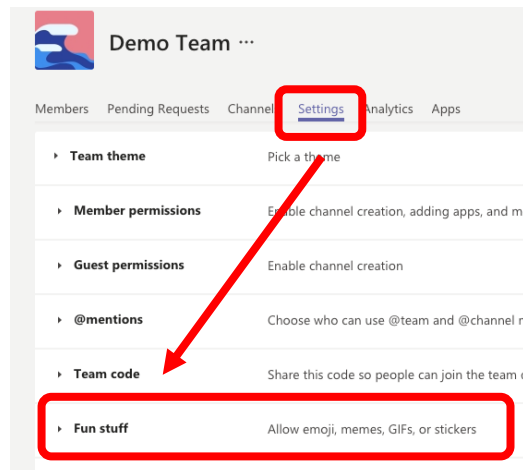


## Stop Students Distracted by Emojis, Memes, and GIFs

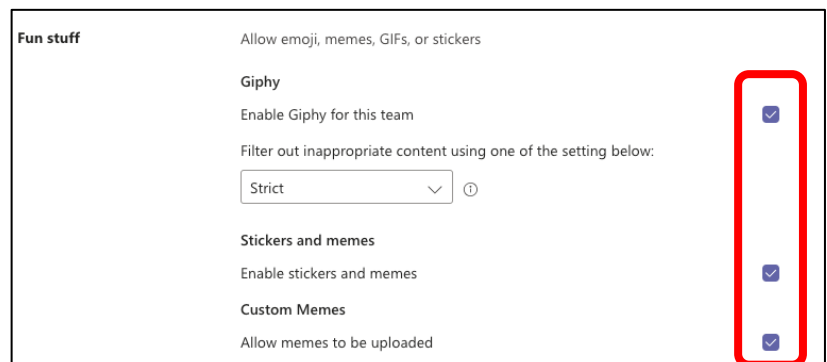
1. Click on the three dots and **Manage team**.



2. Click on **Settings** and then on **Fun stuff**.

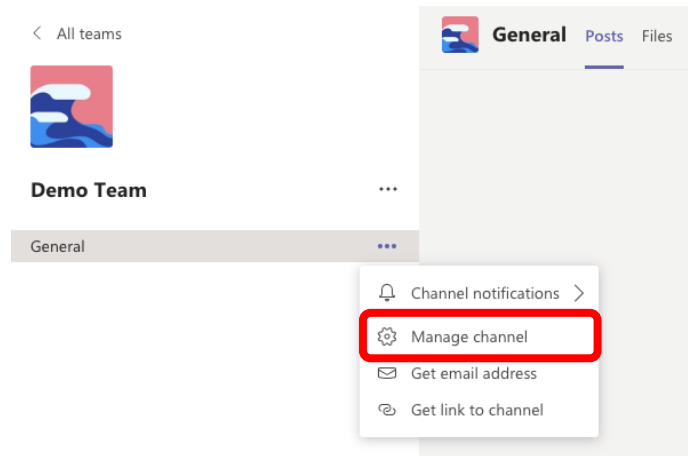


3. Uncheck any of the checkboxes that need to be disabled for all students in that class.



## Stop Students from Creating Meetings in the Team

1. Click on the three dots by General.  
Then click on **Manage channel**.



2. Click the check bubble by **Only owners can post messages**. Now only the owner of the team can create meetings for the team.

