

# Want to get the attendance list after teams meeting?

The list of attendance can be downloaded only during meeting. Then, the attendance list which is only visible to the organizer will be automatically shown up in the "Downloads" folder. Suggest downloading the attendance list before meeting was ended or before the Meeting organizer leave from the meeting. Then, the attendance list which is only visible to the organizer will be automatically shown up in the "Downloads" folder.

Once the meeting organizer left the meeting, the attendance list can't be downloaded anymore. Be careful.

Steps to download the attendance list during the meeting

1. Open "participants" pane
2. Click "more action (...)"
3. Click "download attendance list"

"meeting Attendance List" can be checked in "My Computer's Downloads folder"

**\*\*To read the previous posts, please visit to Yoma connect App. We will update the Yoma Connect Knowledge Hub every Thursday. Stay Tuned for the new posts. \*\***



