

# How to connect hosting services on Microsoft Teams

Linking hosted services on Microsoft Teams helps us send files from these services faster when working on Microsoft Teams.

While working in teams on **Microsoft Teams**, sending files is a frequent need to exchange documents or documents between team members. By default, Microsoft Teams automatically connects to your OneDrive account by Microsoft account. And if you want, you can also use more cloud storage accounts, when Microsoft Teams allows you to connect many services. The following article will guide you to add hosting services to Microsoft Teams.

## How to connect a hosting service to Microsoft Teams

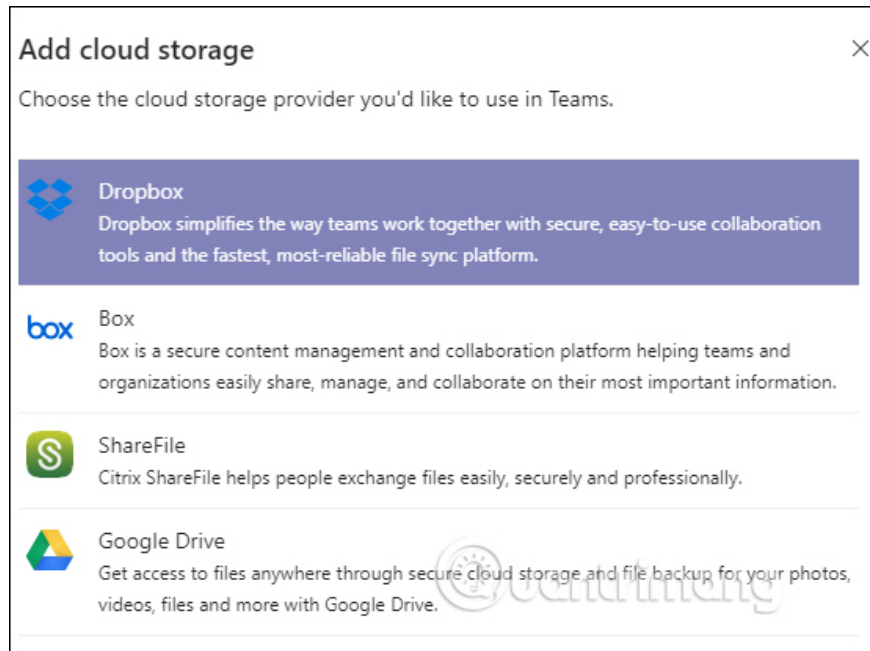
### Step 1:

Users click on **Files** in the left side of the screen and then select **Add to Cloud Storage** .



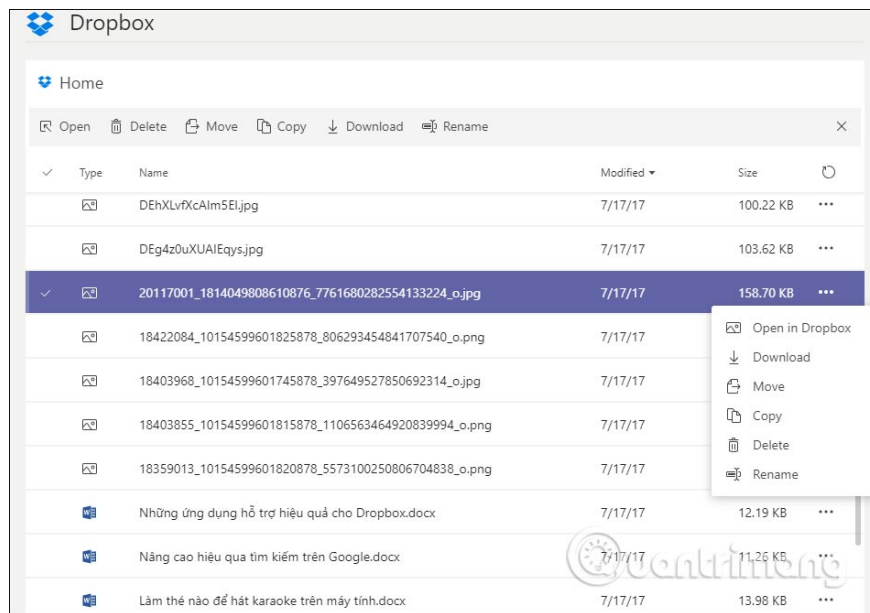
**Step 2:**

Displays the interface of **cloud storage services that Microsoft Teams** supports connecting. You click on a service to use. Switching to the web interface requires the user to **enter a hosting service account** to use, in the example with the Dropbox service. Once you have logged in or agreed to let Microsoft Teams access the content you are hosting.



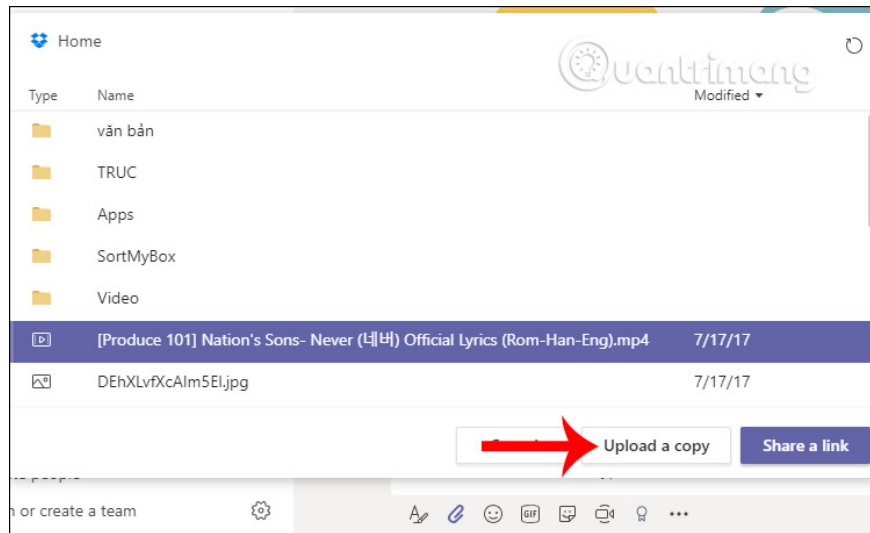
### Step 3:

Once connected successfully we will see all the data stored in Dropbox. When you click on **the 3 dot icon** you will have the options as shown below.

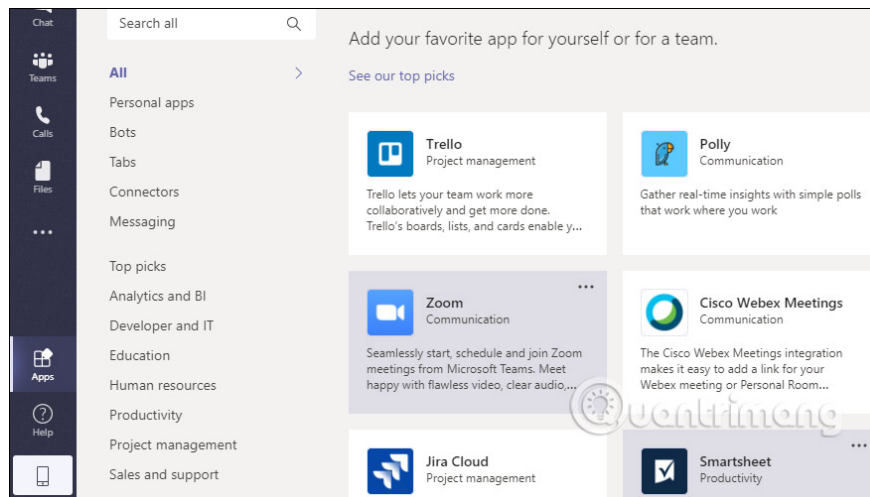


### Step 4:

If you **work in a Microsoft Teams group**, when you click **the file icon** to send you will see the newly connected Dropbox account to select the file to send. Click **Upload a copy** to download and send data to the workgroup.



In addition to hosting services, Microsoft Teams also connects with many other types of services to serve the connection between team members. Click on **Apps** to select.



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