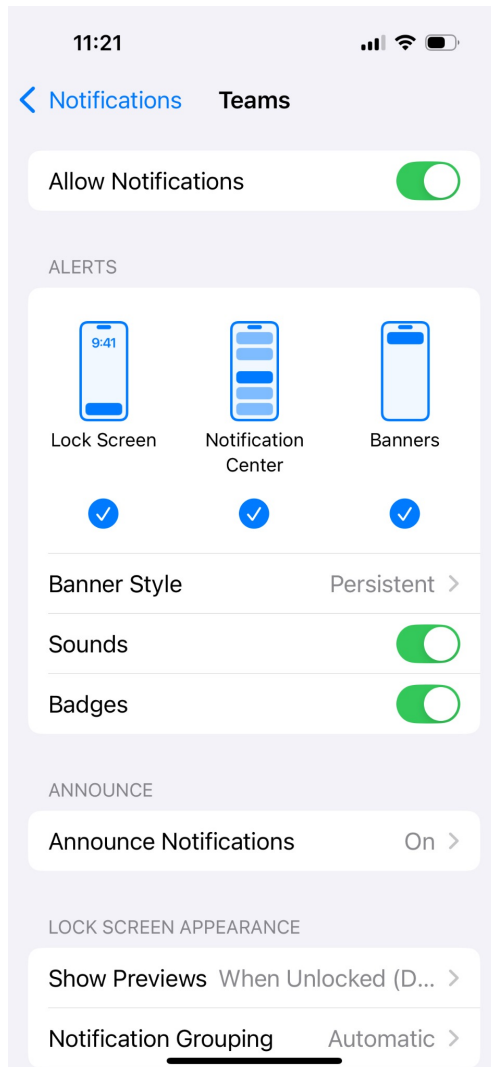
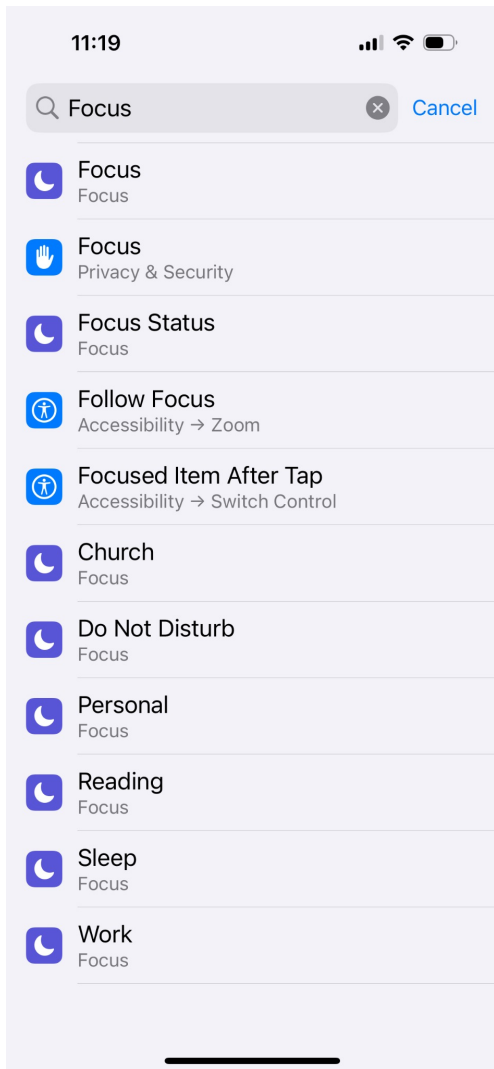


iOS Focus Setup Guide

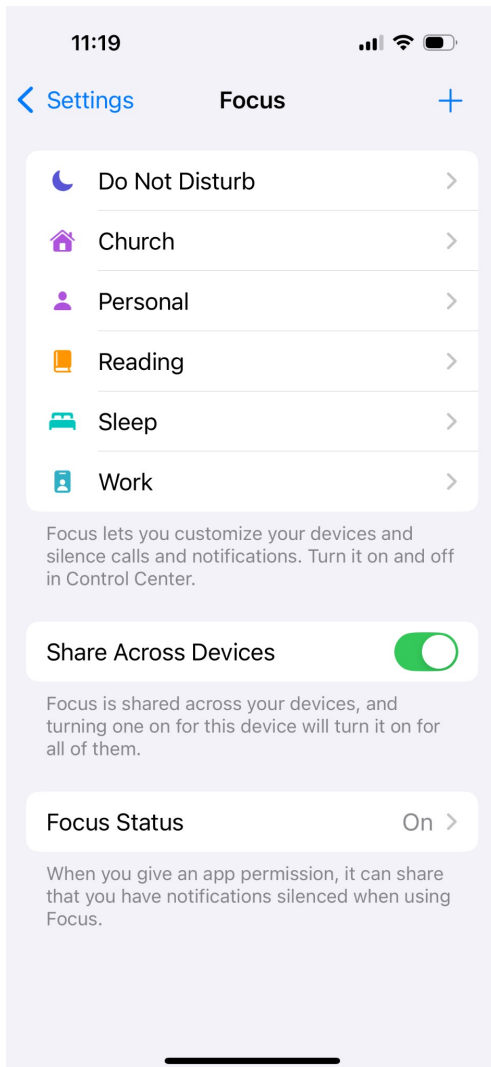
This guide walks you through how to always receive Microsoft Teams notifications, even when iOS Focus modes like Do Not Disturb or Work are enabled. Follow each step below.



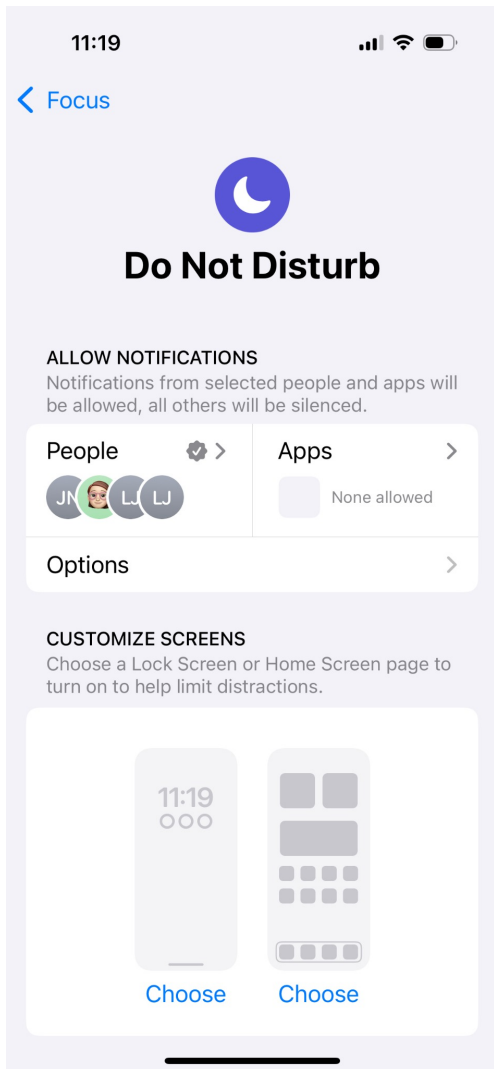
Step 1 — Enable Notifications for Teams (Settings → Notifications → Teams). Turn ON Allow Notifications, Lock Screen, Notification Center, and Banners.



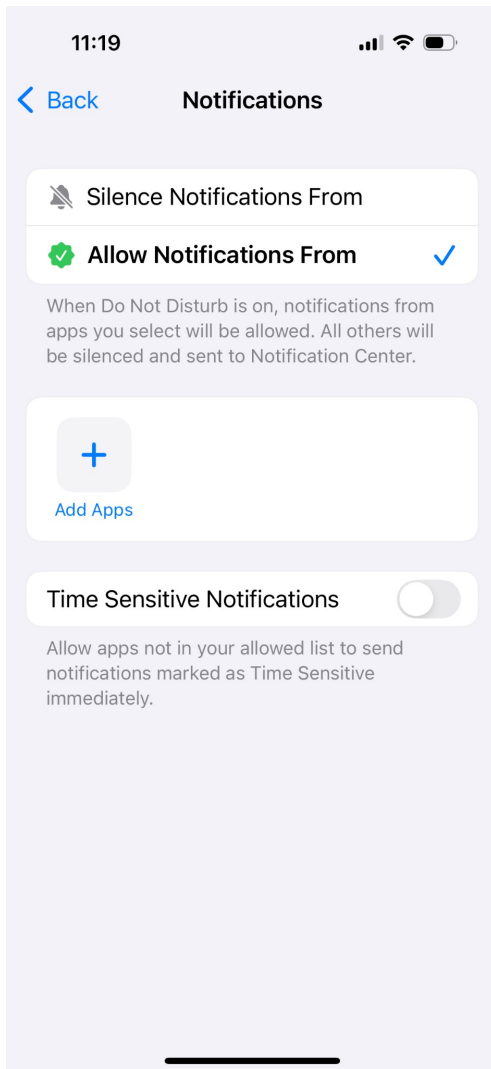
Step 2 — Open Focus settings. You can search for “Focus” in Settings to find it quickly.



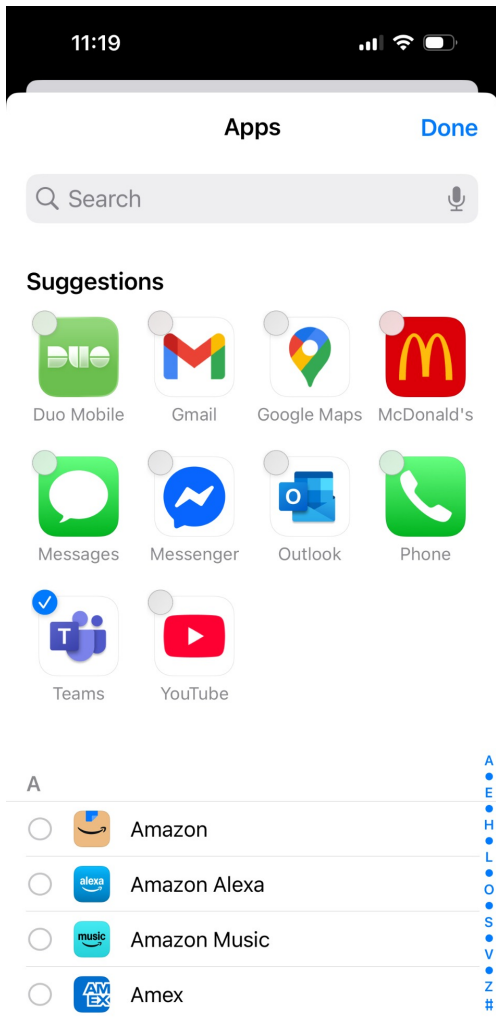
Step 3 — In Settings → Focus, choose the Focus you use (e.g., Work or Do Not Disturb).



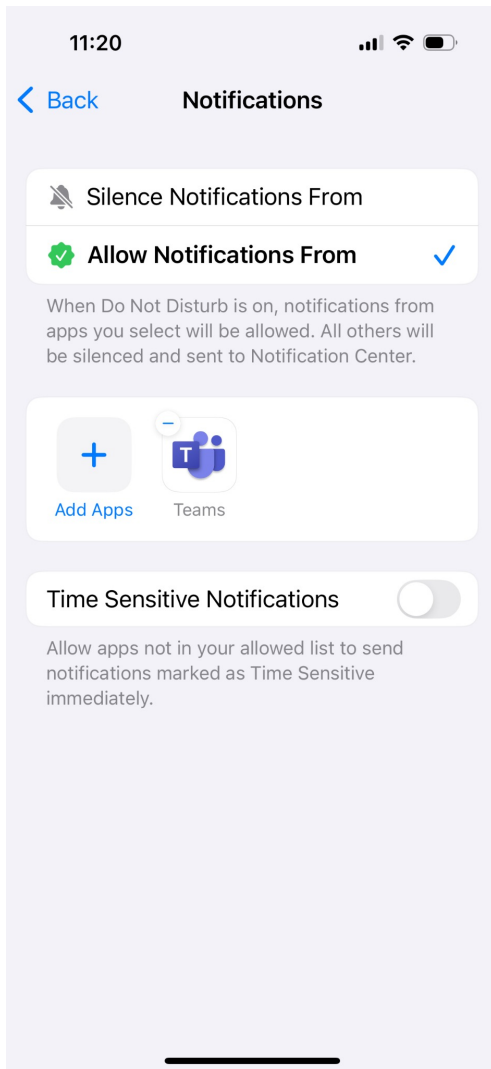
Step 4 — Inside that Focus, tap **Apps** under **Allow Notifications** to manage which apps can notify.



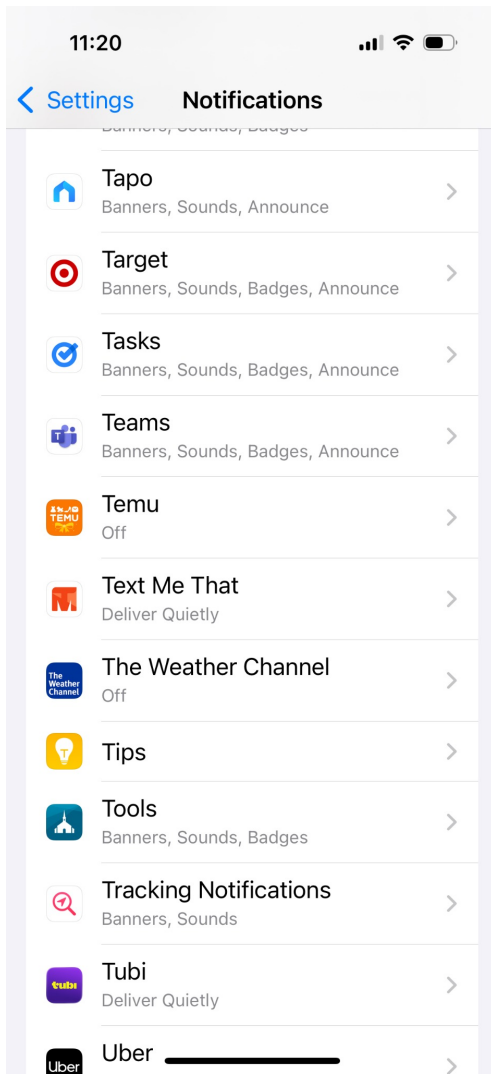
Step 5 — Choose **Allow Notifications From**, then tap **Add Apps**.



Step 6 — Select **Microsoft Teams** from the list, then tap **Done**.



Step 7 — Confirm **Teams** appears under Allowed Apps for this Focus.



Step 8 — (Optional) Double-check Teams is enabled under Settings → Notifications → Teams in the main app list.