

Create new files or folders
Upload files or folders
Access to shared files
Download files or folders
Manage files in SharePoint

Folder for sharing documents with students

Get a link to a file or folder

The screenshot displays the Microsoft Teams interface for a team named 'Class'. The top navigation bar includes a search bar and a user profile icon. The left sidebar contains navigation options: Activity, Chat, Teams, Assignments, Calendar, Calls, Files, and Help. The main content area shows the 'General' channel with tabs for Posts, Files, Class Notebook, Assignments, and Grades. Below the tabs is a toolbar with options: + New, Upload, Sync, Copy link, Download, Add cloud storage, Open in SharePoint, and All Documents. A file list is visible with columns for Name, Modified, and Modified By. A file named 'Class Materials' is listed, modified by 'Teacher'. Callouts with blue lines point to various UI elements: 'Create new files or folders' points to the '+ New' button; 'Upload files or folders' points to the 'Upload' button; 'Access to shared files' points to the 'Files' tab; 'Download files or folders' points to the 'Download' button; 'Manage files in SharePoint' points to the 'Open in SharePoint' button; 'Folder for sharing documents with students' points to the 'Class' team name; and 'Get a link to a file or folder' points to the 'Copy link' button.