

# Join the DMA-NextGen Conversation

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Web.mil

## **Overview**

The purpose of this guide is to walk you through how to join the NextGen conversation. The Web Enterprise Business (WEB) NextGen Platform Pilot Program supports the Secretary of Defense's Directive-type Memorandum (DTM) 21-001, DoD Public Web Program which directs the Defense Media Activity (DMA) to manage a centralized service for all of DoD's public facing websites.

Visit https://www.web.dma.mil/WEB-NextGen/ for more information.

# How to Join

Members should ask to join using the **Teams Direct Link** below. Members who are not in the DODJ-365 tenant may have issues joining using Option 1 and Option 2. Please use Option 3 as a workaround.

#### **Option 1: Teams Direct Link**

 $\frac{https://dod.teams.microsoft.us/l/team/19\%3adod\%3a31699f9da0b944efa8e9a0cfab62ef34\%40thread.tacv2/conversations?groupId=a8feae68-6296-4407-9923-06cacb308827\&tenantId=102d0191-eeae-4761-b1cb-1a83e86ef445$ 

#### **Option 2: Microsoft Teams Code**

Load the Microsoft Teams app, select the **Teams** button on the sidebar, scroll down and select **Join or create a team** (at the bottom of the Teams section) and enter the **""Ogc72f2**" code in the box under **Join a team with a code**.

#### **Option 3: Request Access**

Request access via the Microsoft Forms- <u>https://forms.osi.apps.mil/r/28FX9QZkeq</u>. Guest account will be automatically created once you're manually added, and you will need to follow the instructions on page 2 to switch accounts.

### - For DOD Use Only -

# **Switch Tenant Accounts**

**Note**: Before switching tenants, save your work across all Microsoft productivity apps (e.g., Word, Excel, PowerPoint) in your current session of MS Teams. After switching to a Guest tenant, your apps in MS Teams will be restricted to Activity, Chat, Teams, and Files. The calendar option to add other apps will be restricted.

1. In Teams, select the dropdown menu next to your profile picture (Figure 1).

2. Select the tenant with the (Guest) next to it to switch the guest tentant (Figure 2).

3. To switch back to your regular account, follow the same instructions above and click your non-guest account.

### Troubleshooting

If a dropdown menu is not available, you are not a guest in any other tenants. A blue bar appears next to your organization that manages your tenants. This denotes your current tenant location.

It may take 24-48 hours to have your guest account created if you are manually added as a member. In some cases, your guest account may not show up in your desktop app for Teams. If that is the case, please use the browser version of Teams and switch from there.

To access the online version of teams, visit <u>https://dod.teams.microsoft.us</u> and use CAC login.





