

May 6th, 2025

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Dear CPS Participant,

Notice of Transition to Microsoft Teams for Virtual Programming – Effective May 19, 2025

We hope this email finds you well. We are writing to inform you of an important update regarding our virtual programming platform.

Effective May 19th, 2025, all CPS virtual programming will transition to Microsoft Teams. This change will enhance our ability to provide a more streamlined and interactive experience for all participants.

To support you during this transition, we will be hosting three Microsoft Teams login and orientation sessions during the week of May 12, 2025. These sessions are designed to help you become familiar with the Teams platform, ensure you can log in successfully, and answer any questions you may have. Please Log in to the one of the following orientation sessions using the current Virtual Zoom link <https://cltoronto-ca.zoom.us/j/85866534619?pwd=1d4GMCvPVWAM6xitWMxD7iG5aZdiqe.1>

Teams Login Information Session Schedule:

- Session 1: Thursday, May 15th, 9:30-10:00 AM
- Session 2: Thursday, May 15th, 12:30-1:00 PM
- Session 3: Thursday, May 15th, 4:30-5:00 PM

Detailed instructions for accessing Microsoft Teams and the new virtual program link will be sent to you by email closer to May 19th.

We encourage all participants to attend one of these sessions to ensure a smooth transition. Your participation is important to ensure continued access to our programs without interruption.

If you have any questions or need assistance in the meantime, please don't hesitate to contact us at:

Natalie Addison Natalie.addison@cltoronto.ca or 416-818-9839

Flora Nichols fnichols@cltoronto.ca or 416-710-7843

Thank you for your continued engagement and support.

Warm regards,

Flora Nichols
CPS Program Manager

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