## **S**) Skype for Business

## How To Set Up The Mobile App

(For Android) *(* 

(S) Skype > Business 1 Skype for Business for Android Microsoft Corporation 3+ INSTALL

Download the free Skype For Business app from the Google Play Store

**MAKE SURE YOU'RE DOWNLOADING SKYPE FOR BUSINESS AND NOT SKYPE** 

1. INSTALLATION AND USE RIGHTS. a. Installation and Use. You may install and use one copy of the software on up to five (5) Android OS-based devices you

DECLINE

ACCEPT

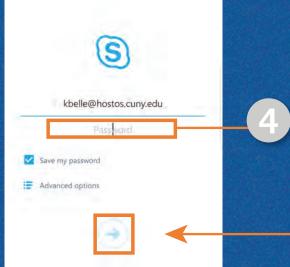
After opening the app, accept the Terms of Use

Welcome to Skype for Business, the app formerly known as Lync. You need to have a Skype for Business account

already to use this app. If you have problems signing in, check that your organization supports this app.

S kbelle@hostos.cuny.edu Advanced options

Type in your Hostos email address and press the arrow to proceed to the next page.



Type in your Hostos password in the designated field and press the arrow to proceed to the next page.

What's your phone number?	
+123-555-5555	$\mathbf{r}$
This lets you make and get work calls, and join meetings from Skype for Business.	
Sync Contacts	
You'll see your Skype for Business contacts in your device contacts list.	
→ → → → → → → → → → → → → → → → → → →	

Your phone number should appear automatically. Select the "Sync Contacts" option if you'd like to have your Skype For **Business contacts** appear in your phone contacts. Tap the arrow to complete the sign in

process.

## **SFB MOBILE INTERFACE**

Tap the profile icon to change your status or settings



Q Search in the company directory	Ē	Show your scheduled meetings	Contacts Call a phone contact Favorites	Q
SANJEEV, GURUDUTT Inactive 11 days     Just now       HERRERA, JENNIFER Call ended     Just now       Image: TavERAS, AIXA Available     Just now	÷	Dialpad	TAVERAS, AIXA Away 13 minutes HICIANO, EVELYN Offtine 3 days	
Your recent conversations		Your contacts and lists	<ul> <li>Other contacts (11)</li> <li>VAZQUEZ, DAVID Offline 3 days</li> <li>GALINDO, FELIX Offline 6 days</li> <li>SANJEEV, GURUDUTT Away 11 days</li> <li>ELSAYED, HEBA Offline 39 days</li> <li>HERRERA, JENNIFER Away 5 minutes</li> <li>MURILLO, JAIME Offline 21 hours</li> </ul>	

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