

Skype for Business Instructions for Attendees

1. Click on the link provided by the organizer.
2. Click on **“Join Using Skype for Business Web App Instead”**.

Skype for Business

Have you successfully joined the meeting? Feel free to close this page.

OR

[Join Using Skype for Business Web App instead](#)

3. Download the app by clicking on **“Skype Meetings App plug-in”** and install it.

To join the meeting using the Skype Meetings App:

- 1 Download and install the [Skype Meetings App plug-in](#)
- 2 After installation, click on [Join the meeting](#)
- 3 Skype Meetings App will open in a new window

By joining the meeting, I agree to the plug-in [Terms and Conditions](#).

4. Once the App has been installed, click on the green **“Join the meeting”** button.

To join the meeting using the Skype Meetings App:

- 1 Download and install the [Skype Meetings App plug-in](#)
- 2 After installation, click on [Join the meeting](#)
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5. The Skype App will open in a new window.