

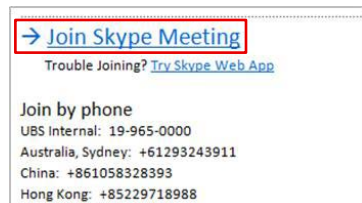
Let's meet "in person" on Skype

We can set up a video conference on our next call. You can join from your computer or your smartphone. Look for your meeting invite. Follow the 5 simple steps below to join the call. Don't forget to turn on your camera and unmute your mic. Since you are joining the call on a Mac, you will not be able to share your screen.

Join a Skype video conference from a Mac

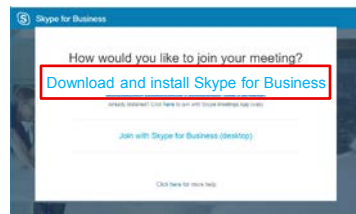
Step 1

- Open the meeting request e-mail
- Select the "Join Skype Meeting" link
 - Note: Make sure you use Safari or Google Chrome as the default Mac web browser



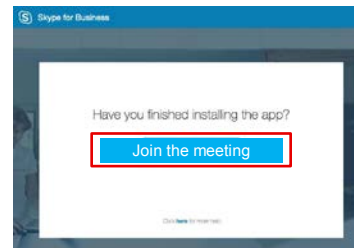
Step 2

- Click "Download and install Skype for Business" and follow the instructions presented



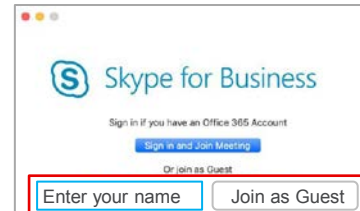
Step 3

- Once installed...
- Click "Join the meeting"



Step 4

- Enter your name in the field
- Click "Join as Guest"



Step 5

- You will join a "virtual lobby" until the meeting organizer starts the meeting.

