

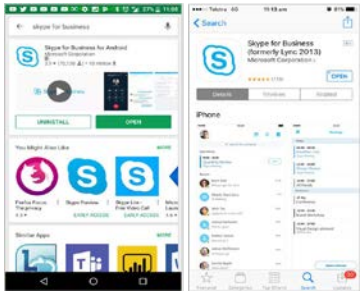
Let's meet "in person" on Skype

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.

Join a Skype video conference from an **Android or Apple device**

Step 1

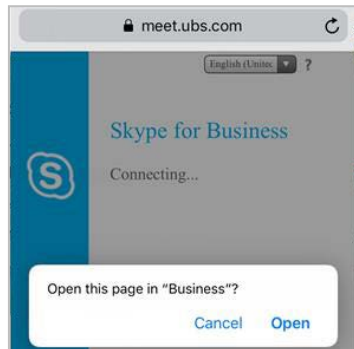
Install the Skype for Business application from your app store



Step 2

Open the meeting request e-mail from your device

- Select the "Join Skype Meeting" link
- This will launch your web browser and automatically start Skype



Step 3

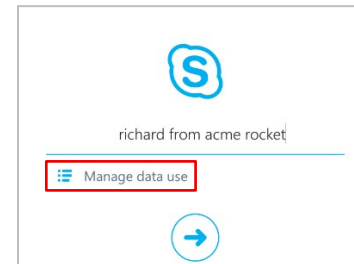
Select "Join Meeting"



Step 4

Enter your name

- Take the opportunity to update your settings under "Manage data use" before continuing



Step 5

You will join a "virtual lobby" until the meeting organizer admits you into the meeting

