

Skype for Business Online

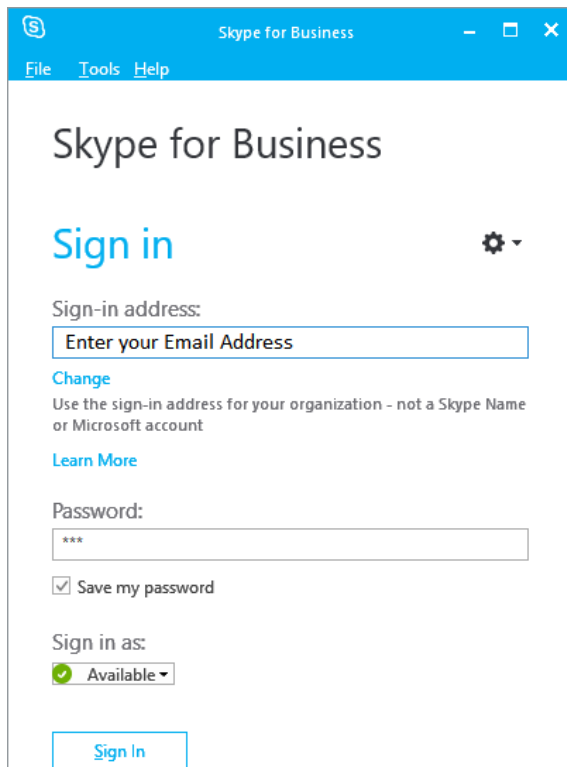
New this year for CISD faculty and staff is Skype for Business Online. We migrated our Lync services to Office 365's Skype for Business Online. This change allows our users to communicate with fellow CISD peers anywhere with an Internet connection.

Skype for Business app is included with the Windows version of Office 2016. The Mac version is not available in Apple's App Store; it can be downloaded directly from Microsoft here:

<https://www.microsoft.com/en-us/download/confirmation.aspx?id=54108>

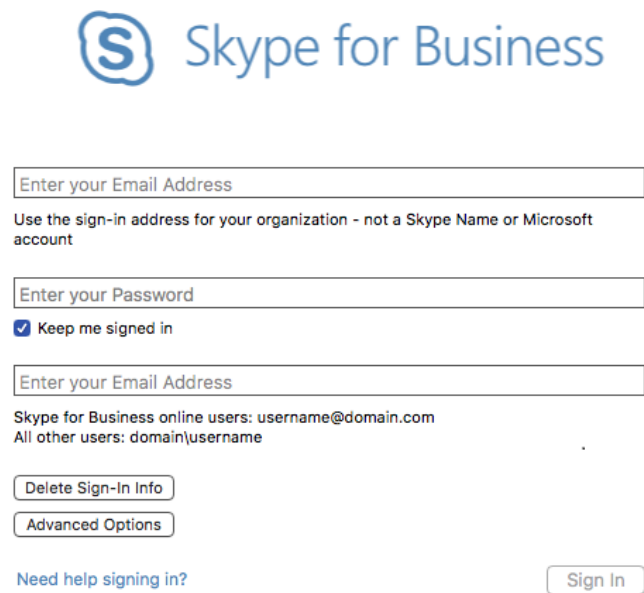
Mobile device support for Android and Apple iOS is available through their respective app stores. Both Mac and Windows version of Skype for Business require your e-mail address and network password. Mac version requires you to enter your e-mail address a second time in the third textbox.

Skype for Business on Windows:



The screenshot shows the Skype for Business application window on Windows. The title bar says "Skype for Business" with standard window controls. The menu bar includes "File", "Tools", and "Help". The main content area has the "Skype for Business" logo and a "Sign in" heading. Below this, there is a "Sign-in address:" label and a text box containing "Enter your Email Address". A "Change" link is provided, with a note: "Use the sign-in address for your organization - not a Skype Name or Microsoft account". A "Learn More" link is also present. The "Password:" section has a masked text box (***). A "Save my password" checkbox is checked. The "Sign in as:" section shows a dropdown menu with "Available" selected. A "Sign In" button is at the bottom.

Skype for Business on Mac:



The screenshot shows the Skype for Business web sign-in page on a Mac. It features the Skype for Business logo at the top. Below the logo, there are three text input fields: "Enter your Email Address", "Enter your Password", and a second "Enter your Email Address" field. A "Keep me signed in" checkbox is checked. Below the second email field, there is explanatory text: "Skype for Business online users: username@domain.com" and "All other users: domain\username". There are buttons for "Delete Sign-In Info" and "Advanced Options". A "Need help signing in?" link is at the bottom left, and a "Sign In" button is at the bottom right.

If you have trouble signing in, please enter a work request in HelpSpot.