Install Skype for Business for Mac

1. Go to the following link:

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

2. Scroll down to the download link:

Skype for Business on Mac



3. Select "Download".

You will then download "**SkypeForBusinessInstaller-16.28.0.142.pkg**". Locate the installer in your Downloads folder or find it at the bottom of your web browser, and then Open it.

SkypeForBusinessInstaller-16	5.28.0.142.pkg Show All
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SkypeForBusinpkg ^	
Thar If your	Open Always Open Files of This Type
SkypeForBusinpkg	Show in Finder Cancel

4. The following window should appear. Select Continue.

	Welcome to the Skype for Business Installer
Introduction	You will be guided through the steps necessary to install this software.
License	
 Destination Select 	
Installation Type	
Installation	
Summary	
S	

	English
Introduction	
License	MICROSOFT SOFTWARE LICENSE TERMS
Destination Select	Skype for Business
Installation Type	These license terms are an agreement between Microsoft Corporation (or based on where you live, one of its affiliates) and you. Please read them. They apply to the
Installation	software named above, which includes the media on which you received it, if any. The terms also apply to any Microsoft
Summary	updates,
	supplements,
	Internet-based services, and
	support services
	for this software, unless other terms accompany those items. If so, those terms apply.
5	By using the software, you accept these terms. If you do not accept them, do not use the software. Instead, return it to the retailer for a refund or credit. II you cannot obtain a refund there, contact Microsoft or the Microsoft affiliate serving your country for information about Microsoft's refund policies. See <a href="http://www.http://wwww.http://www.http://www.http://www.http://www.http://wwwww.http://www.http://wwwwwwww.http://www.http:</td>
	Print Save Go Back Continue

5. Select "Agree" on the following prompt.



6. Select Install.



7. The software will then install. You can proceed to close the window, and move the installer to the trash, when prompted.



8. You may be prompted by the "Microsoft AutoUpdate" on your dock. Select it and press "OK"



Microsoft AutoOpdate
<u> </u>
Required Data Notice
Microsoft AutoUpdate helps update your Microsoft applications for
secure, up-to-date and performing as expected on the device it is
installed on. This data relates to the basic functioning of Microsoft AutoUpdate and does not include your name, file contents or
information about apps unrelated to the Microsoft applications it helps keep up-to-date. The applications Microsoft AutoUpdate services may
provide you with an option to send optional diagnostic data to
will also apply to Microsoft AutoUpdate.
Loorn More N
Learn More >
ОК

Logging into Skype for Business on Mac

1. Launch "Skype for Business"

You can find it by running Spotlight, and searching for "Skype for Business"...the app should appear under "TOP HIT"



2. Sign in with your WRA Email Address. username@wrallp.com

S	Skype for Bu	siness
F	Enter username@wra	allp.com
Enter your E	mail Address	
Use the sign-in Microsoft acco	n address for your organization - not a Skyp punt	pe Name or
Advanced Op	ptions	
Need help sig	aning in?	Continuo
	as Guest	Continue

3. Select Connect

Username@wrallp.com Use the sign-in address for your organization - not a Skype Name or Microsoft account Advanced Options	S	Skype for Business
Use the sign-in address for your organization - not a Skype Name or Microsoft account Advanced Options	username@w	allp.com
Advanced Options	Use the sign-in Microsoft accou	ddress for your organization - not a Skype Name or t
Need bein signing in?	Advanced Opt	ons
Need help signing in:	Need help sigr	ng in?
Join Meeting as Guest		Guest

4. Enter your Password and select "Sign In"

	Environmental Planners Est. 1915	
kshumaker@v	vrallp.com	
Enter pa	ssword	
Password		
Forgot my pass	word	
Sign in with and	ther account	
		Sign in

5. The Skype app will then open. Proceed to click through the welcome windows to reach your Contacts.

