

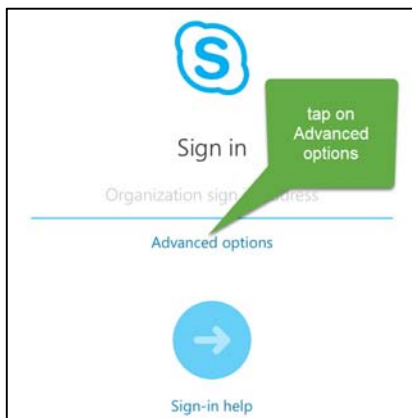
Skype for Business app

Installing

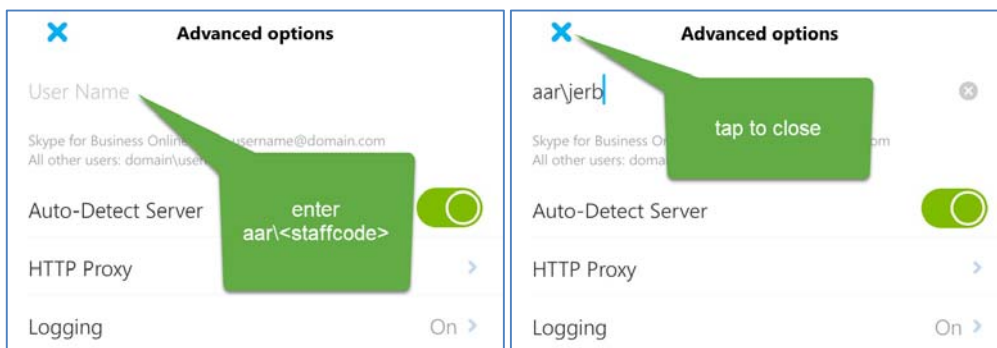
- 1 Open **Apps@Allens** on your iPhone.
- 2 Tap on **Skype for Business** in the Featured category.
- 3 Tap **Install** then confirm the app installation prompt by tapping **Install**.
- 4 Launch the app.



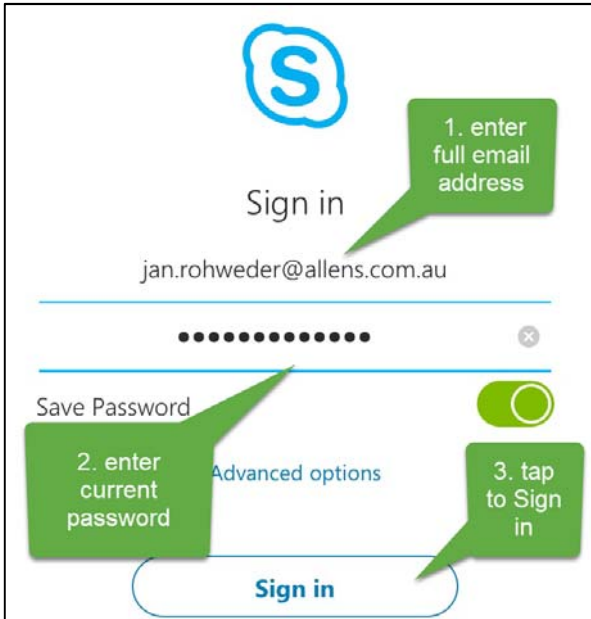
- 5 If prompted to allow access to Contacts, tap **OK**.
- 6 If prompted to allow access to your Microphone, tap **OK**.
- 7 Tap on **Advanced options**.



- 8 In **User Name** field, type **aar\<staff code>**
- 9 Click X to close.



- 10 On the Sign in screen enter your full email address and network password and tap **Sign In**.



11 Enter your mobile number (drop the leading 0) and tap the blue arrow to finalise the setup.

