

Skype for Business

How to Download Skype for Business for Office 365



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- 1. In a web browser, go to http://email.miami.edu and sign into your UM mailbox.
- 2. Click your pictures or initials in the upper right corner and select My Account.





3. On the My Account page, click **Apps & Devices** on the left pane.

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命	My account	\downarrow Office apps & devices
8	Personal info	You can install Office on up to 5 PCs or Macs, 5 tablets, and 5 smartphones.
	Subscriptions	Install Office
ପ୍ତ୍ୱ	Security & privacy	View apps & devices
A	App permissions	
\downarrow	Apps & devices	🔍 Security & privacy
ß	Tools & add-ins	Protect your account and adjust important privacy settings to your preference.
		Manage security & privacy



- 4. Under "Skype for Business" click Install Skype.
- 5. The setup file will download. Launch the program to begin the install.
- 6. Follow the prompts to complete the install.

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