



Join a Skype for Business meeting on a mobile device

Most of the time, joining a Skype for Business meeting is as simple as clicking the meeting link. And you can join from anywhere, such as an airport, a coffee shop, your hotel, or your mobile device when you're on the road.

Join a meeting from the Skype for Business app

You can join the audio or video, and IM (if it's turned on in the meeting) portion of a Skype for Business meeting from Skype for Business for Android. When you join from a mobile device, you can only hear the meeting audio and see the video of other participants (if it's being shown). You won't be able to see any meeting content being shared.

1. To join a Skype for Business meeting, tap the **Meetings** button ().
2. Select the meeting that you want to join, and then tap **Join**.
Note: If this is an online meeting, you'll see a **Quick Join** button (). Tap it to go straight to the meeting.
3. Depending on how you set your VoIP call options, one of the following happens:
 - **VoIP always** You'll be connected to audio using VoIP either by using Wi-Fi (if Wi-Fi is available) or your cellular data plan (if Wi-Fi is not available).
 - **VoIP over Wi-Fi only** You'll be connected to audio using VoIP by using Wi-Fi, and will not use your cellular data plan. If Wi-Fi isn't available, Skype for Business will call you at the phone number you provided.
 - **Cellular** Skype for Business will call you on your mobile device and you'll need to accept the Skype for Business call in order to join the meeting. Calls will use



your cellular minutes.

Join a meeting or conference call by phone

You can also dial in to the meeting from any phone by dialing the **Join by Phone** numbers listed in the meeting request. The dial-in phone number is listed towards the bottom of the request.

Note: When you join a Skype for Business meeting by dialing in, your telephone number is displayed in the meeting roster.

Join a meeting from the meeting calendar

1. Tap the **Meetings** button () to go to calendar page.
2. Tap the meeting you want to join, and then tap the **Join meeting** button ().

Wait in the meeting lobby

The meeting lobby is an online waiting area. The meeting leader controls access to the meeting so you might need to wait until the meeting leader admits you. If you're waiting in the lobby, don't move to another app because your request to join the meeting will be cancelled if you do.

Join a Skype for Business meeting if you aren't a Skype for Business user or aren't signed in to Skype for Business

You can join a Skype for Business meeting without signing in to Skype for Business or even having a Skype for Business account. Here's how:

1. Install Skype for Business (from the Google Play Store) in advance of the meeting. (If you don't install Skype for Business beforehand, you'll be prompted to install it when you try to join the meeting.)
2. Don't sign in to Skype for Business.
3. When you tap the meeting link in your email or calendar on your mobile device, you'll get a Skype for Business prompt to join the meeting.
4. Tap **Sign in as a guest**.

Once you enter your name, you'll be admitted to the conversation window for the meeting (or into the lobby if the meeting leader has decided to use that feature).