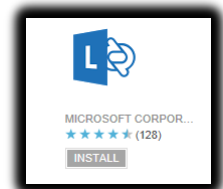


Setting up Lync on Android Devices for Students....

Revised: September 2, 2013

This will walk you through how to set up the Lync App on an Android Device.

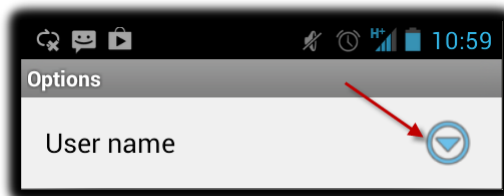
- 1) Go to the Google Play Store and do a search for “**Microsoft Lync**”.
This is a free app provided by Microsoft
- 2) Download and install the App
- 3) Launch the Lync App
- 4) Enter your **my.ucdsb.ca** email address and password (Example: **first.last@my.ucdsb.ca**)



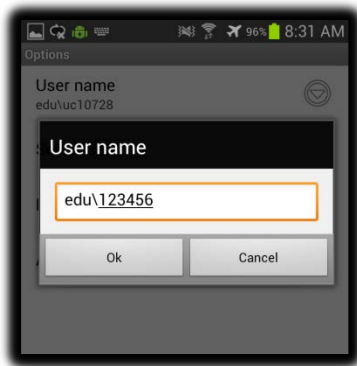
Note: Your password will be the same as the password you use to login to your computer at school.



- 5) You will now need to press the **Setting** button on your Android device and press **Options**
- 6) Press the arrow button beside User name



- 7) In the **User name** field, use the following format:
 - o **edu\123456** (*you will enter your **student number***)



- 8) Click **Ok**
- 9) Press the **Setting** button on your Android device and press **Sign In**.

Note: The feature set included in the Android App are limited in comparison to the full desktop version of Lync 2013.