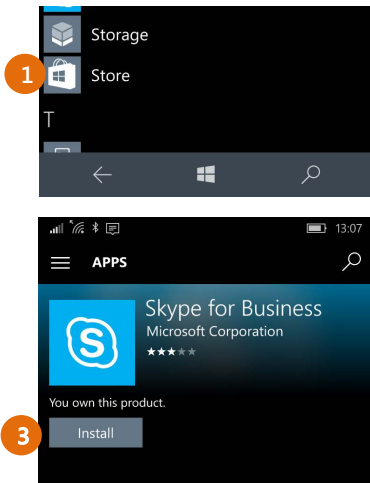


Windows Phone Install and Setup

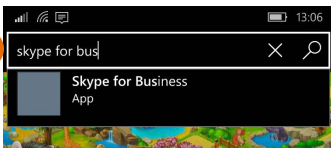
Skype for Business is available for your Windows Phone. Follow the steps to Install and Setup your Windows Phone.

1. Download & Install from Store

- 1) Open **Store**
- 2) Search for **Skype for Business**
- 3) Press **Install**



2

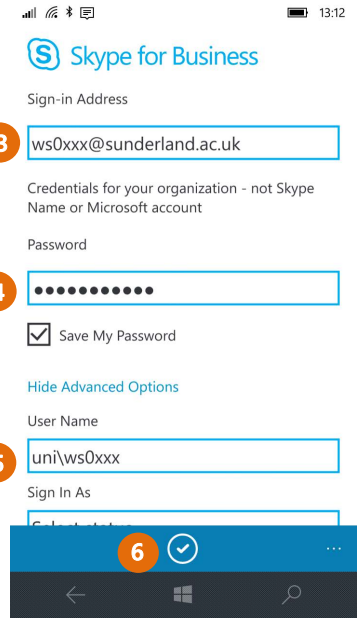
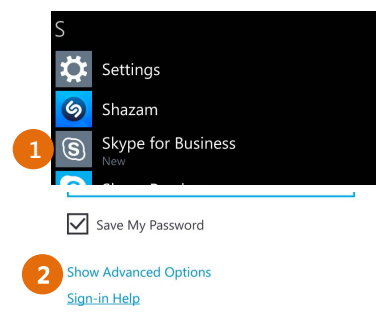


3



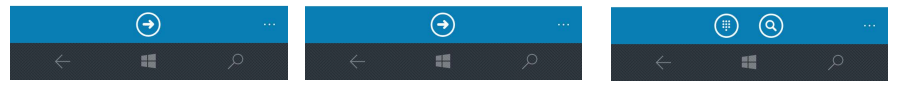
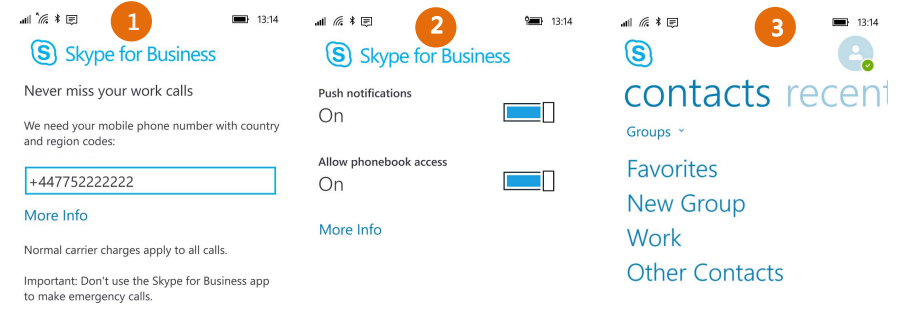
2. Run and Add Settings

- 1) Open **Skype for Business**
- 2) On Sign In screen press **Show Advanced Options**
- 3) In Sign-in Address type **username@sunderland.ac.uk**
eg. **ws0tty@sunderland.ac.uk**
- 4) In Password type in your university Password
- 5) In the User Name type **uni\username**
eg. **uni\ws0tty**
- 6) Press on the tick



3. Finish Set-Up

- 1) Type in your mobile telephone number in the **Never miss your work calls** screen. Type in the number in the format **+4477XXXXXXX** (Leave out the first 0 from your number). Press the **next** arrow
- 2) Switch on or off **Push notifications** and **Allow phonebook access**. Press the **next** arrow
- 3) Set Up is complete



Having trouble connecting your Windows Phone?

email: itsupport@sunderland.ac.uk
or Telephone IT Support on 0191 515 3333