This option is for Skype for Business participants. If users would like to join the meeting via their S4B client, they can dial in the following way. *This method will work for any NIH Skype For Business client.*

If you do not see these options in your meeting invitation, please place a service desk ticket asking for this WebEx Feature. https://itservicedesk.nih.gov/Support/

1) Refer to your WebEx invitation for the Dial in information. This option is available if
   a) Your host's meeting has the option for Video system participants to join in.
   b) You may also see the option for Lync and Skype Participants directly listed in the meeting invitation. If this is listed, you can click the address directly to Launch Lync/Skype and join the meeting.
   c) If you do not see this information your meeting invitation, please place a service desk ticket asking for this WebEx Feature for future meetings. https://itservicedesk.nih.gov/Support/

2) The address to dial is formatted as *Meetingnumber.nih@lync.webex.com*. In our Example, the meeting number is *658952147*. The address to dial from Lync or Skype would be *658952147.nih@lync.webex.com*
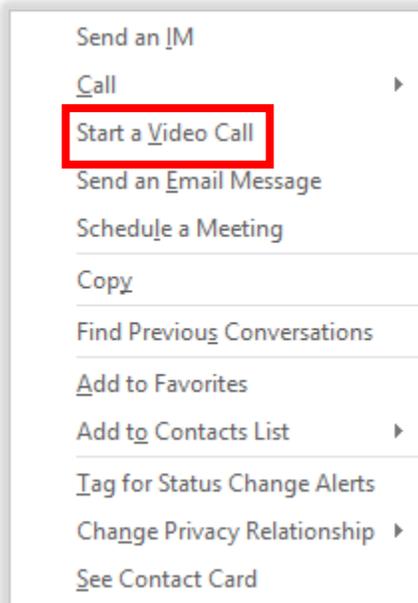
3) In the Skype For Business search window, type in the address
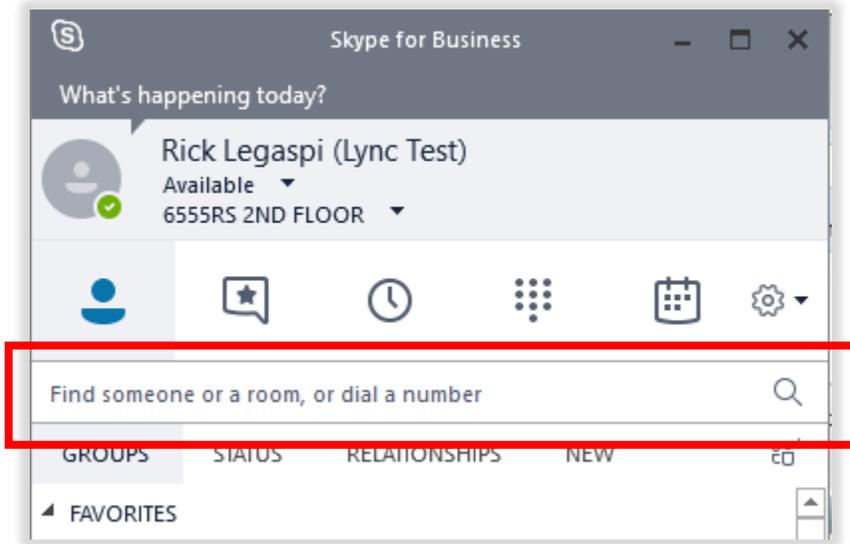
4) Skype will create a search result based on your search
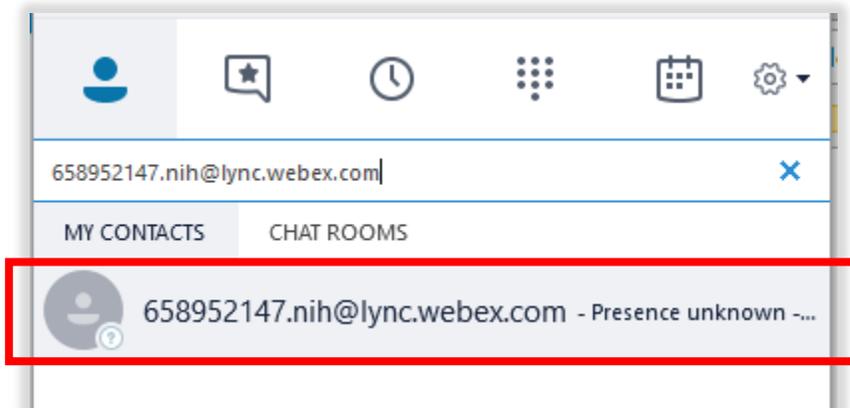
5) Right click the search result shown and select *Start A Video Call*

6) You will be connected to the meeting. You will have to wait for the host to join in to start the meeting.