Participating in an EUROSAC webinar via Skype for Business

Via smartphone or tablet:

To participate via smartphone or tablet, please download the <u>Skype for business</u> app from the store of your device (iOS: https://apps.apple.com/de/app/skype-for-business/id605841731, Android: https://play.google.com/store/apps/details?id=com.microsoft.office.lync15&hl=de). The app and the registration are free of charge.

Via computer/laptop:

To join the webinar, please click on the link in your E-Mail. If Skype is already installed on your computer, a new conference window will open. Please check your speakers beforehand to be able to hear the conductor during the webinar. If your computer does not have speakers, you can use the conference number which you can find on the last page of the guideline.

If you do not have the Skype App on your computer, you can take part via the Skype Web App (possible on computer only). In this case, you need to install a Plug-in. This can take a few minutes, so we advise you to check the link at the latest 5 to 10 minutes before the webinar starts.

Please follow the steps below to use Skype via Web App:

1. Click on "Try Skype Web App" below the join link in your E-mail. Your browser will open a new window.
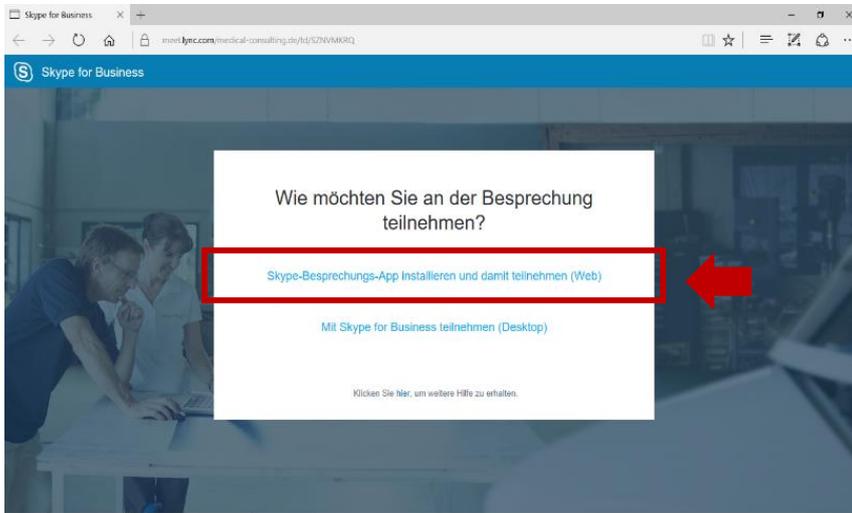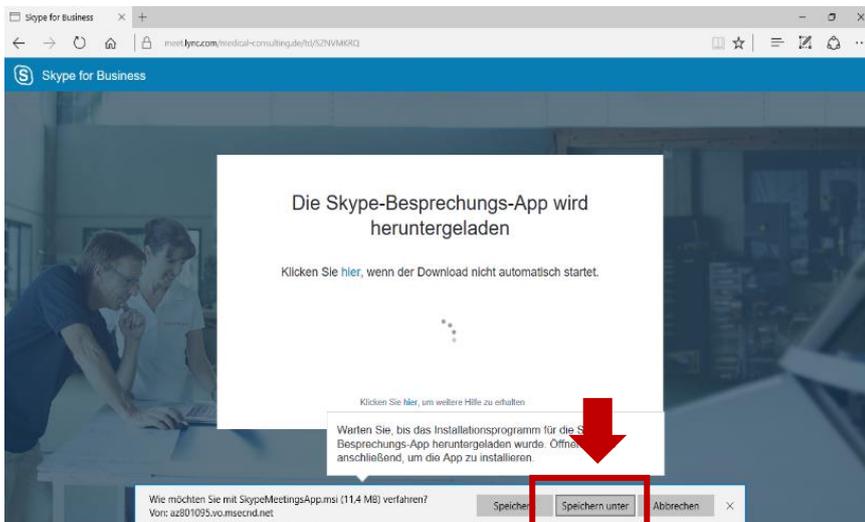
Join Skype Meeting
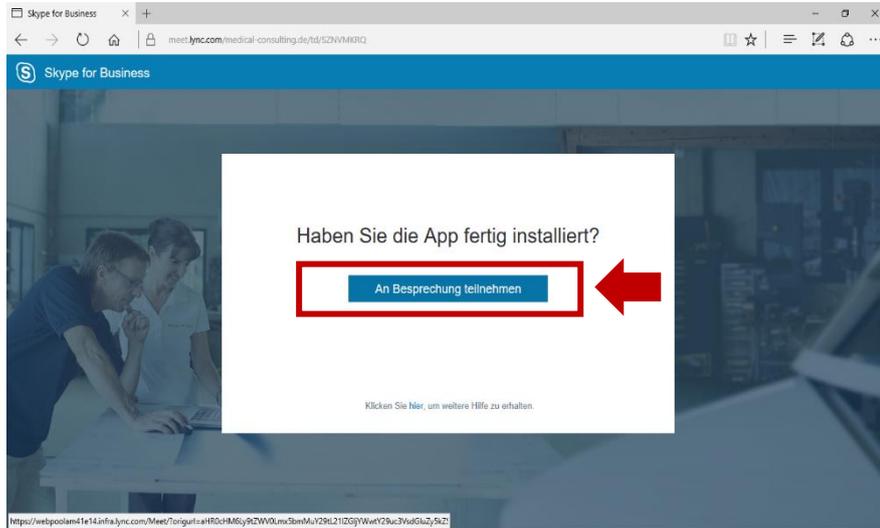Trouble Joining? Try Skype Web App

2. Choose the first option to install the Skype meeting app and participate via your web browser
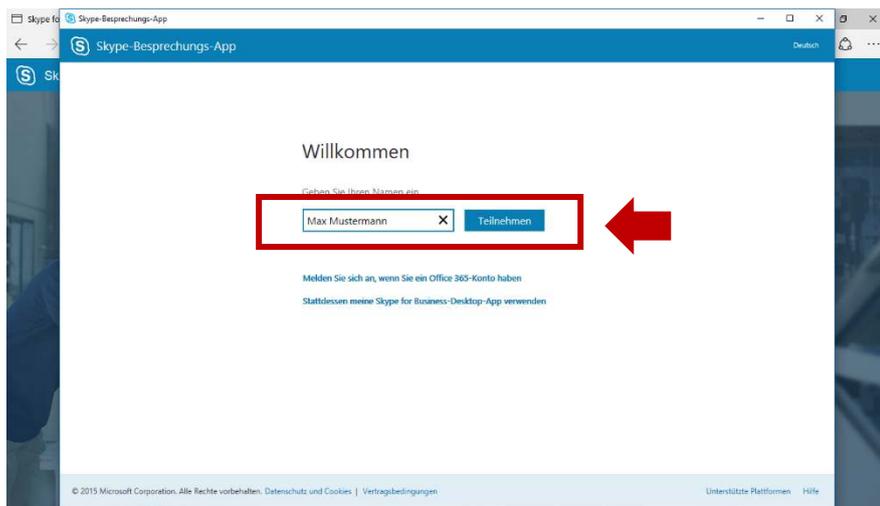

3. To install the necessary Plug-in please save the file on your computer (for example in your download folder)

4. Next, you need to start the downloaded Plug-in. You can find the file either in your download overview of your browser or in the folder you selected as the storage folder.

5. After you installed the Plug-in you can now participate in the webinar. Check your open browser to attend the meeting via the blue button.

6. Enter your name and your companies name in the next window to join the webinar.

7. Please check your speakers to hear the conductor during the webinar. If your computer does not have speakers, you can use the conference number you can find below.

All participants will see an audiovisual presentation. The microphones of the participants are automatically muted but you will be able to pose questions and interact with the conductor of the seminar by a chat function. The conductor will try to react to all questions live. No webcams are needed to follow the webinar, since only the presentation will be seen.

Performance powered by nature.

Accessing the audio sound of the webinar, if not available via Skype for business

You are having troubles with the audio sound of the webinar? Please, dial in to the telephone conference by using the respective access number that is valid for your country and entering the 8-digit **PIN code: 18011972**.

Make sure to not put your speakers on and enter the conference number. This could possibly lead to disturbances.

Access numbers

Country	Dial-in number
Austria	+43 1 2675301
Belgium	+32 2 880 16 70
France	08 11 49 48 47 (Only from France)
Germany	+49 302 555 86 78
Italy	+39 (02) 87368717
Spain	+34 951 988 184
Sweden	0-900 299 2 (Only from Sweden)
Switzerland	+41 44 595 94 65
United Kingdom	+44 333 300 0310

You didn't find your location here?

Under the following link, you will find all access numbers

https://globafy.com/free-conference-call/