- 1. Open the Apple App Store on your device.
- 2. Search for the following app: Lync



3. Select lync 2013 for ipad from the search results.



4. Install the Lync 2013 for iPad app.



5. After the installation completes, launch the Lync 2013 app.



6. Click **OK** at the **Before You Start** screen.

iPad ᅙ	9:19 AM	∦ 100% 🛑
	Before You Start	
	Anyone can use the Lync Mobile app when invited to a Lync 2013 meeting. However, to enjoy the full capability of the app, you must have a Lync account.	

- 7. Enter your email address in the Sign-in Address field, and enter your password.
- 8. Tap Show Advanced Options

iPad ᅙ	9:20 AM	
	Lync 2013	
	ford_sb@mercer.edu	
	••••••	
	Save My Password	
	Show Advanced Options	
× .	Sign In	
	Sign-in Help	

9. In the User Name field that appears, enter merceru\ followed by your username

(e.g. merceru\smith_jc).

iPad ᅙ	9:22 AM			∦ 100% 🗪
	Lync 2013			
	ford_sb@mercer.edu			
	•••••			
	Save My Password			
	✓ Hide Advanced Options			
	merceru\ford_sb			
×	Lync Online users: username@dom All other users: domain\username	ain.com		
	Sign In As		>	
	Auto-Detect Server		$\mathbf{)}$	
	HTTP Proxy		>	
	Logging	Off	>	
	About	Version 5.6	>	
	Sign In			
	Sign-in Help			

10. Tap the Sign In button.

11. Tap **Done**, located in the upper-right corner of the screen.

