


1. You will receive an email from ETF. The email will look like this.

skype testing 

Hughes, Patrick - ETF
to me

1:44 PM (5 minutes ago) ☆ ↶ ⋮

Sep 17 Mon

skype testing
[View on Google Calendar](#)

When Mon Sep 17, 2018 1:30pm – 2:20pm (CDT)
Where ETF CR N720 (16)
Who Hughes, Patrick - ETF*

Yes Maybe No

Agenda
Mon Sep 17, 2018

No earlier events

1:30pm skype testing

No later events

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2. When you are ready for your appointment Click on the “JOIN SKYPE MEETING” Link from the email.

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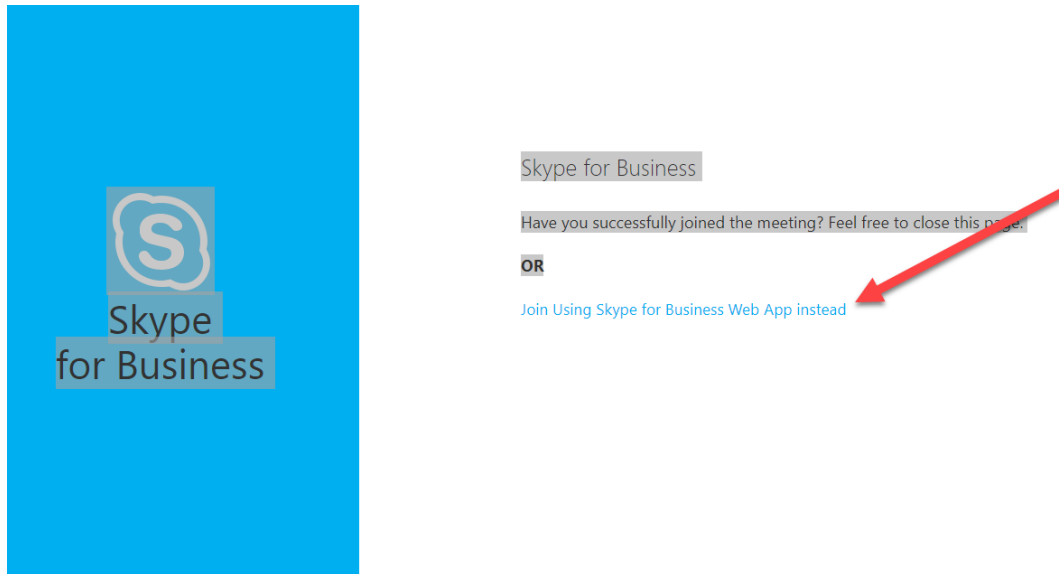
Join by phone

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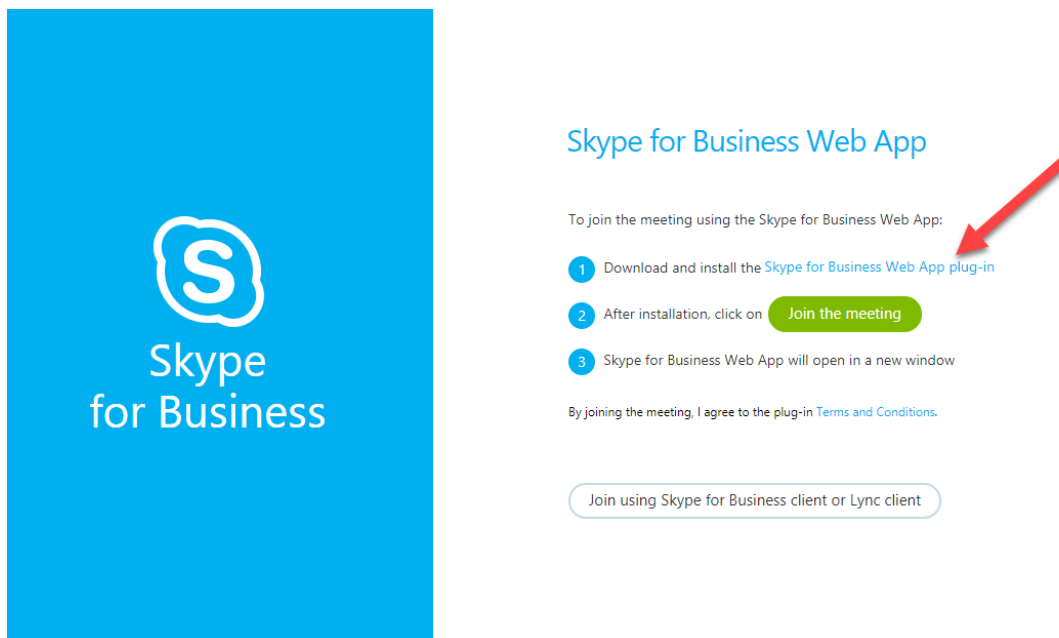
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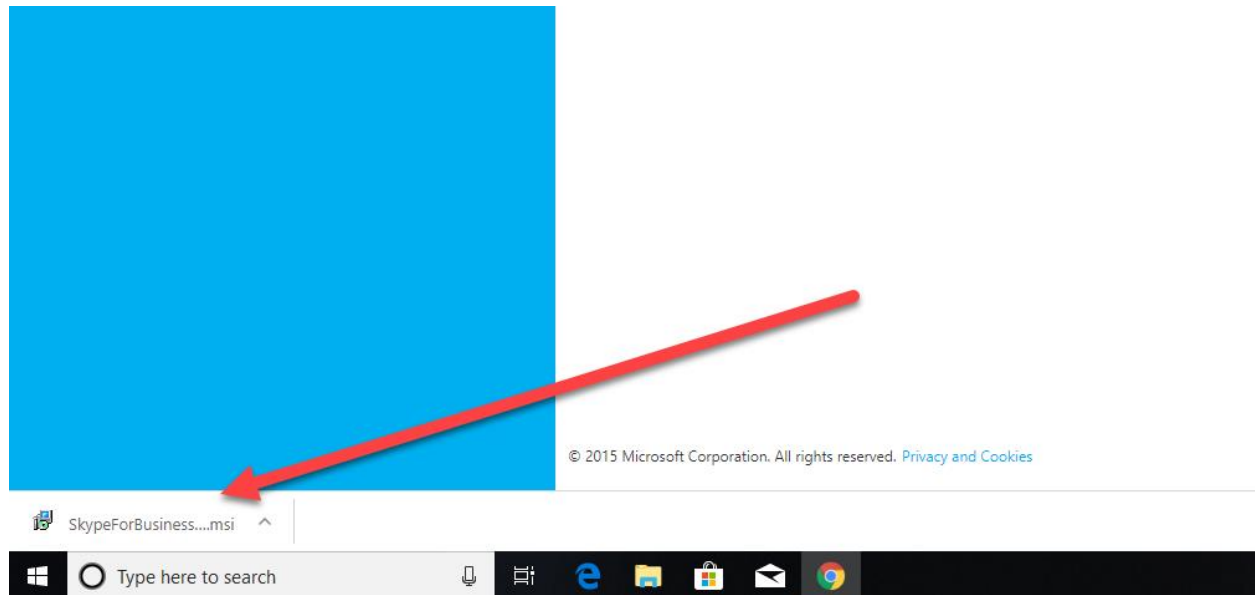
3. If you do not have skype for business installed you will be taken to a page that looks like this. Click on “Join using Skype for Business Web App Instead”.



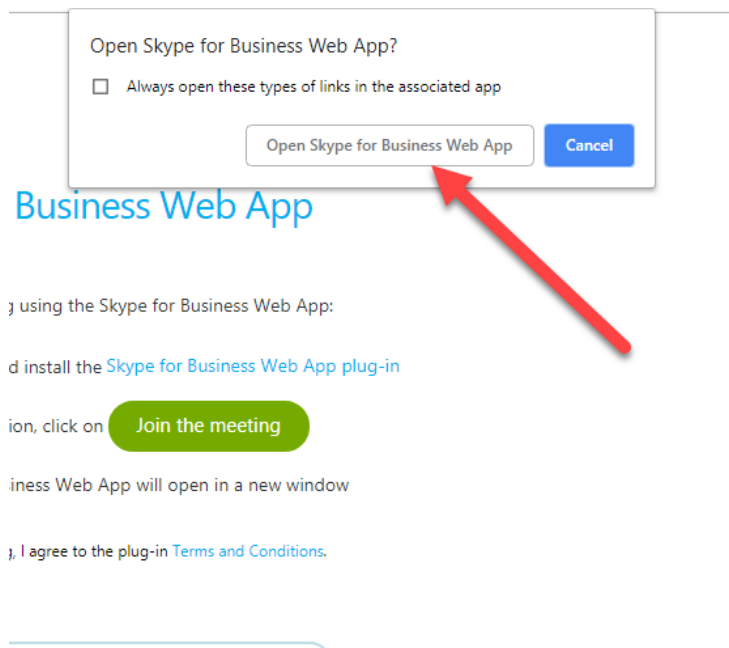
4. On the next page click download and install “Skype for Business Web App plug in”



5. Click here to launch the installer for Skype. (Chrome)



6. Once you have installed Skype for Business you will see this screen. Click on “Open Skype for Business Web App”.



7. On the next page, enter your name and click “Join The Meeting”.

Skype for Business Web App

Guest, type your name below

John from Lacrosse

☐ Remember me

Join the meeting

Sign in if you are from the organizer's company

8. Congratulations! You are now be connected to your ETF Interview.