

Join a Remote Court Hearing or Settlement Conference from an **Android Smart Phone or Tablet** via Skype for Business meeting

Skype for Business Web App

Skype for Business is an application that allows individuals to conference via video and audio technology. If you do not have a Skype for Business account, you can access your hearing or settlement conference as a guest when using the Skype for Business web application. Here are the steps for accessing a Skype for Business meeting using the web application:

1. Download **Skype for Business**  on your Android Smart Phone or Tablet. You can either tap the link below or go into the app store and search for "Skype for Business."



Google Play

Tap [Skype for Business for Android Devices - Apps on Google Play](#)

2. Once downloaded, open the meeting request in your email or calendar, and select **Try Skype Web App**.

[Join Skype Meeting](#)

Trouble Joining? [Try Skype Web App](#)

3. Selecting **Try Skype Web App** will open the meeting in the Skype for Business app and activate a notice regarding Android 6.0 and higher. Tap the arrow button to continue.

New in Android 6.0 and higher

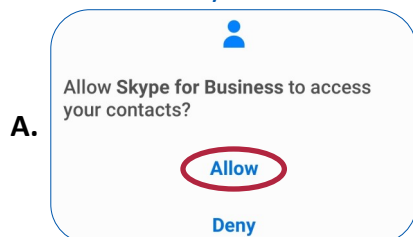
Skype for Business built for Android 6.0 and higher will ask for permissions only when they are needed once you start using the app.

If you want to review or change the permissions later, you can easily do that in app settings on your device.

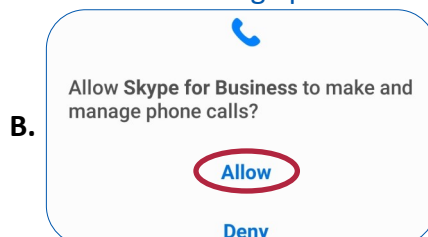


4. Skype for Business will prompt you with a series of questions. Tap **Allow** to all of the questions.

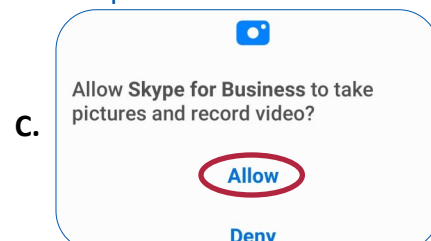
Select **Allow** Skype for Business to access your contacts.



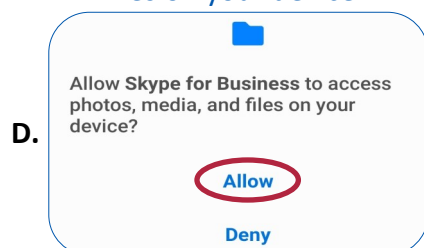
Select **Allow** Skype for Business to make and manage phone calls.



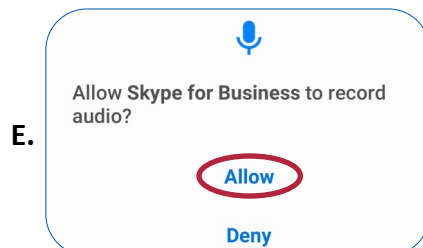
Select **Allow** Skype for Business to take pictures and record video.



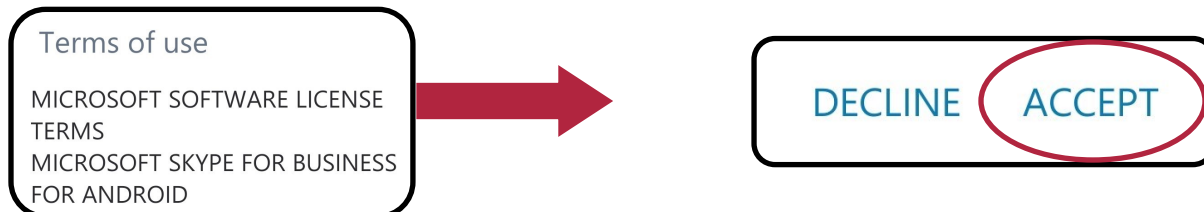
Select **Allow** Skype for Business to access photos, media, and files on your device.



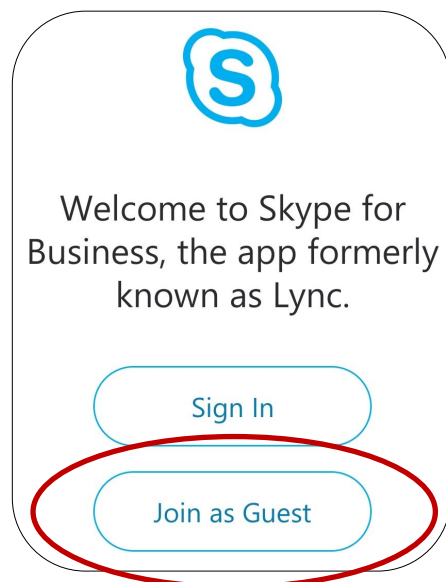
Select **Allow** Skype for Business to record audio.



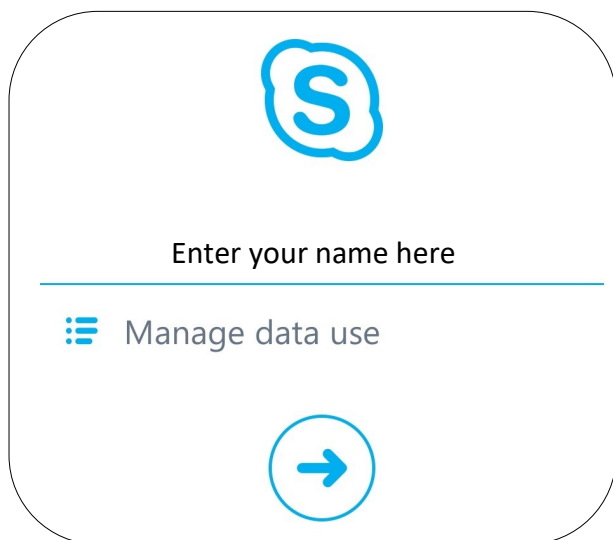
5. After selecting Allow to the series of questions, select **ACCEPT** to the Terms of use.



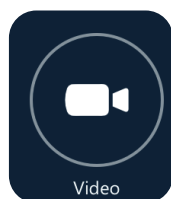
6. Select **Join as Guest**



7. Enter your full name, then tap the arrow.



6. Tap the video icon to activate the camera.



IMPORTANT INFORMATION:

Make sure your microphone is unmuted so you are heard. The **CORRECT** icon has an active microphone symbol.



If your microphone symbol is inactive and muted, then it is **INCORRECT**.

