

Downloading and Installing Lync for Macintosh

The Lync software (or client) allows you to use your computer as a telephone, as well as enables you to use unified communication tools.

To download Lync:

1. Go to the software download site: <http://software.e.uh.edu/software/lync/mac>
2. Click **Lync14.0.2_ALL.dmg**.
3. Click **Save**.

Locate the Lync14.0.2_ALL.dmg file that was saved to your Downloads folder.

To install Lync:

1. Double-click **Lync14.0.2_ALL.dmg**.
2. Double-click **Lync Installer**.
3. In the Lync Installer dialog box, click **Continue**.
4. In the next Lync Installer dialog box, click **Continue**.
5. Agree to the license agreement, click **Agree**.
6. Click **Install**.
7. To verify that you have permission to install software on this Mac, enter your **password**.
8. Click **Install Software**.
9. When the installation is complete, click **Close**.
10. To unmount the installer, drag the **Microsoft Lync disk icon** to the trash.

To update Lync:

1. Click the **L** in your Dock to open Lync.
2. From the Lync **Help** menu, select **Check for Updates**.
3. Install all available updates.

For information on using Lync, see UIT document "Using Lync for Macintosh".