

# Skype For Business 2015 How\_to\_Videos

## Introduction

- [Skype for Business Quick Intro.wmv](#) - Quick Introduction (IM, Audio Calling & Sharing, File Transfer, Video Meetings & OneNote)
- [Skype for Business\\_Overview\\_How to use the Contact List.wmv](#) - How to use the contact list, make status updates, sort contact by groups

## Voice and Video

- [Skype for Business\\_Overview\\_Impromptu Meeting.wmv](#) - How to make a call video
- [Skype for Business\\_Overview\\_HowToScheduleASkypeMeetingAndVideoInYourMeeting.wmv](#) - How to schedule a Skype Meeting and Video In Your Meeting
- [Skype for Business\\_Overview\\_Managing Meeting Participants.wmv](#) - How to manage meeting participants

## Collaboration and Conferencing

- [Skype for Business\\_Overview\\_Recording your Meeting.wmv](#) - How to record your conference/meeting video
- [Skype for Business\\_Overview\\_Tools for Collaboration.wmv](#) - How to use tools (Whiteboard, Poll, Q&A) for collaboration during a video conference
- [Skype for Business\\_Overview\\_Better Desktop Sharing.wmv](#) - How to share your desktop
- [Skype for Business\\_Overview\\_Office Integration.wmv](#) - About OneNote integration and Microsoft PowerPoint integration in conference calls

## Instant Messaging and Presence

- [Skype for Business\\_Overview\\_Using Presence and Instant Messaging.wmv](#) - How to send instant messages