BOWIE STATE SKYPE CALL

Instructions for joining a telephone conference if you are the invitee for the meeting

Presented by the Division of Information Technology
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*Note* The images displayed below are used to show an example. Do not type in the dial-in number or conference ID from the pictures. You will need to use your own from your calendar invitation.

**Step 1.** Open your calendar invite to the meeting.

**Step 2.** Using your telephone keypad, dial the number displayed.

**Step 3.** Using your telephone keypad, type in the Conference ID when requested.