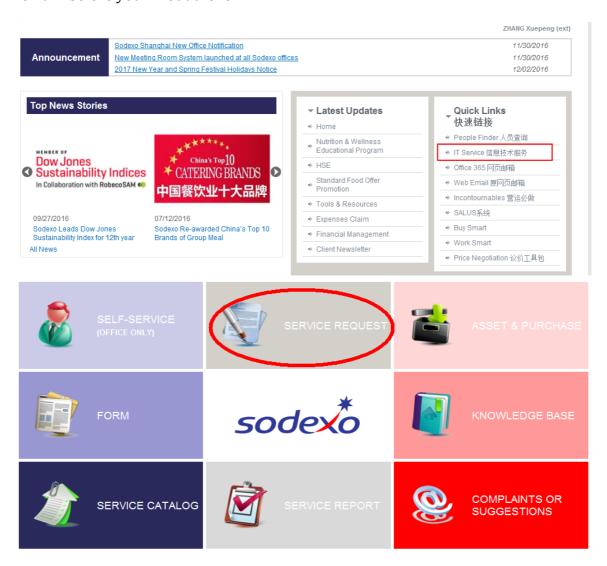# How to apply Lync

1.Log on Intranet https://www.sodexo-cn.com/Page/Home.aspx
2.Click"IT Service","Service Request","Lync "icon,you can see a apply form.Please read the remark before you fill out the form.

上海市长宁区福泉北路 388 号东方国信 A 座 7-8 楼 200335
7-8F,Building A, 388 north Fuquan road, changning district of Shanghai 200335
Tel./电话：(021) 23566888 – Fax/传真：(021) 23566889

www.sodexo.cn

Tech Issue	VPN	PASSWORD	GROUP	Borrowing	SoMobile	Leasing
故障报修	虚拟专用网	密码相关	用户组	临时借用	手机邮箱	设备租赁

LYNC	WebEx	Guest WIFI
LYNC	WebEx	访客WIFI

Lynch Apply

流程图 抄送

Requestor 申请人	ZHANG Xuepeng (ext)	NO.#	Lync:20161229134638

PC Code 成本中心	*	Manager 上级主管	*

Reason 申请原因 *

Lync (Now Called Skype for business) lets you connect with co-workers or business partners in Sodexo or around the world.

- Start conversations with IM, voice, or video calls.
- See when your contacts are available online, in a meeting, or presenting.
- Present your screen during meetings or give control to others.

- Use Skype for Business in other Office programs to chat, call, or join a meeting with a click.

The Cost for this service is **12 Eur** per month.

How to Install?

You can install Lync by Self-Service Portal.

https://www.sodexo-cn.com/Service/IT/SitePages/Portal/Self.aspx

Submit | 提交   Close | 关闭

See you next week.