

## **Change Sign-In Account for Lync 2010**

Microsoft Lync
© . Lync <sup>~</sup> 2010
Sign-in address:
DallasIT@unt.edu
Sign in as: 🕡 Available 🔻
B3.Office

The Sign-In Address will be your <u>old</u> email address. You will need to select Settings→Tools→Options

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Lync <sup>-</sup> 2010	C <sup>33</sup> Meet Now	
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Sign-in address:	() <u>H</u> elp ()	Recording <u>M</u> anager
Dallas∏@unt.edu	Show Menu Bar	Dial-in Conferencing Settings
		Options

## Change your Sign-in Address to your new email address

×
Sign-in address: DallasIT@untdallas.edu] Advanced
Automatically start Lync when I log on to Windows
Show Lype in foreground when it starts
Personal information manager
Microsoft Exchange or Microsoft Outlook
Update my presence based on my calendar information
Show meeting subject and location to contacts in my Workgroup privacy relationship
Display my Out of Office information to contacts in my Friends and Family, Workgroup, and Colleagues privacy relationships
Save instant message conversations in my email Conversation History folder
Save call logs in my email Conversation History folder
Save my Lync contacts in my personal contacts folder on the Exchange server
Location
Share my location information with other programs I use
Display photo
Show photos of contacts
Clear this to turn off photos everywhere in Lync.
Activity Feed
Show all my updates in Activity Feed
To show only your current personal and out-of-office notes, clear this check box.
OK Cancel Help

Your new email address will now be populated in the Sign-In Address field.

## You will then need to enter: UNT\EUID Password

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<sup>Microsoft®</sup> Lync <sup>∞</sup> 2010		0	Ŧ
Sign-in address:	Change		
dallasit@untdallas.edu			
User name: UNT\EUID			
Examples: Lync Online users: someone@example.com All other users: domain\username			
Password:			
Save my password Sign in as: Available 🕶			
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