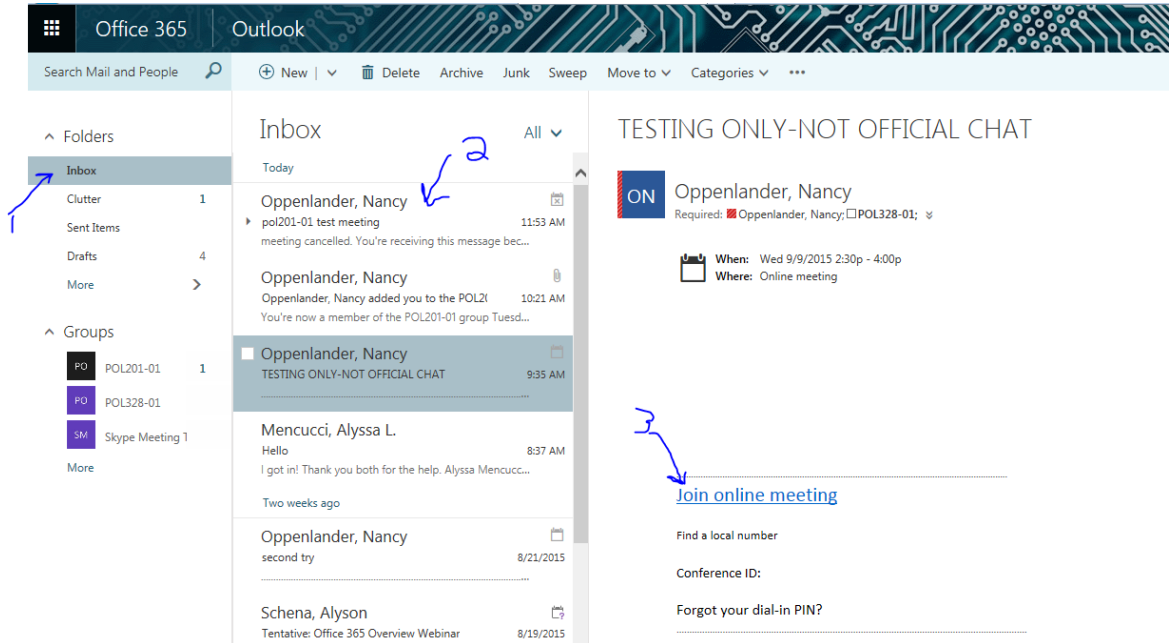
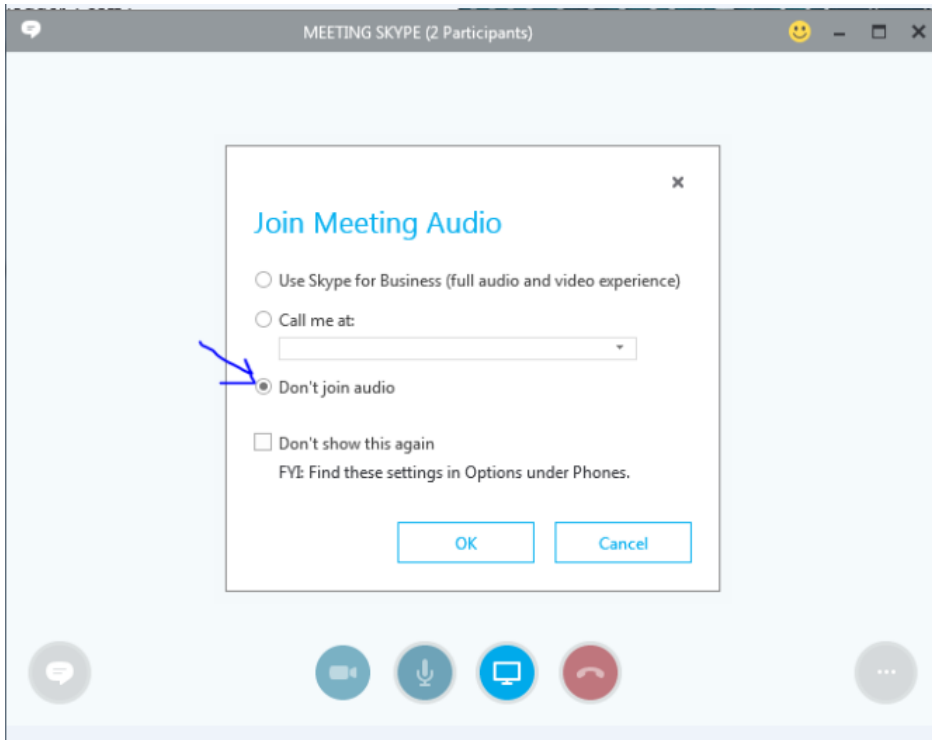


# How to Join the Skype for Business Instant Messaging Session Without Having a Mic

By Scott Badger



1. Go into your Office 365 Outlook.
2. Click Inbox.
3. Click on the invitation meeting email.
4. Click on "Join online meeting".



5. If your computer does not have build-in speakers and mic and you have not plugged speakers and a mic into the computer then you must turn on “**Don’t join audio**”. If your computer does have built-in speakers and a mic or you plugged in speakers and a mic or you plugged in a headphone with mic then you can use the default option “**Use Skype for Business (full audio and video experience.)**”.