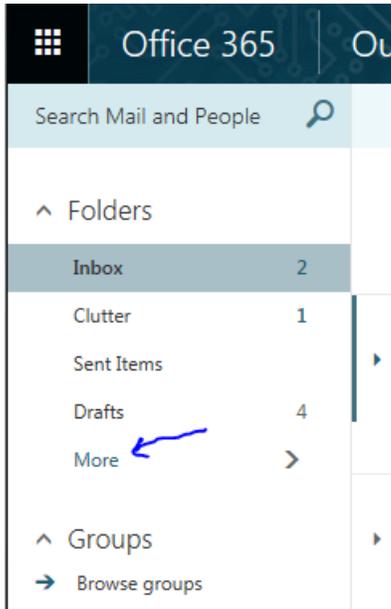


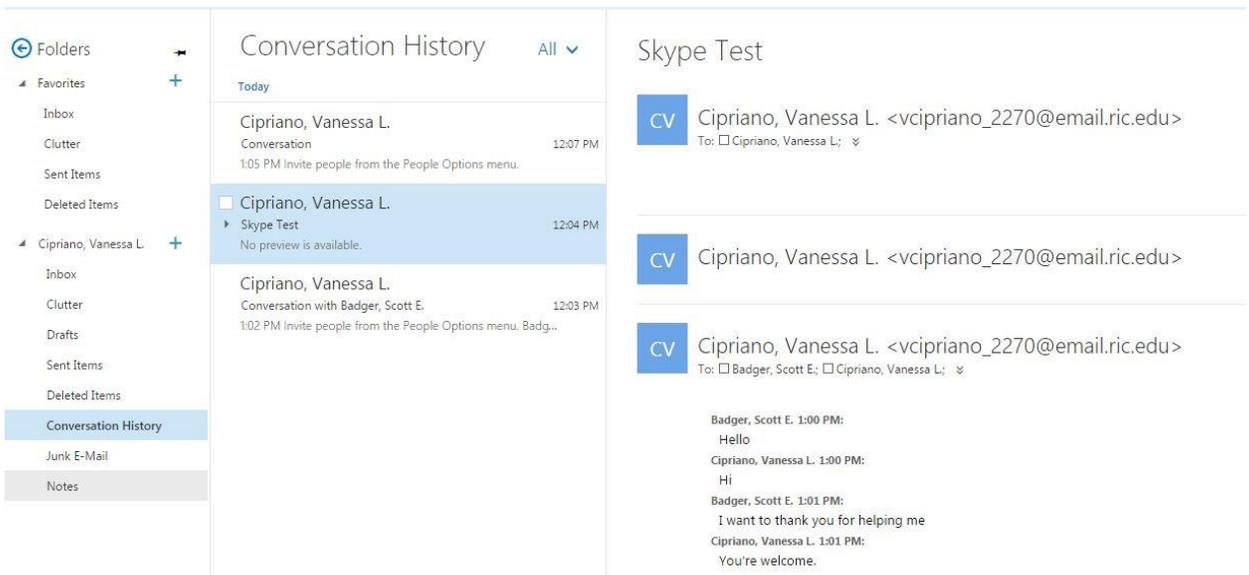
How to View Your Skype for Business Conversation History

By Scott Badger

1. Go to your Office 365 Outlook.



2. Below the Folder section, click "More".



3. Below your name on the left hand menu, click on "Conversation History".
4. Click on the Skype session below the "Conversation History" Section and then you will see the recording of the Skype for Business session conversation in the last pane.