

How to use Meet Now feature of Microsoft Skype


Shestunina Marina

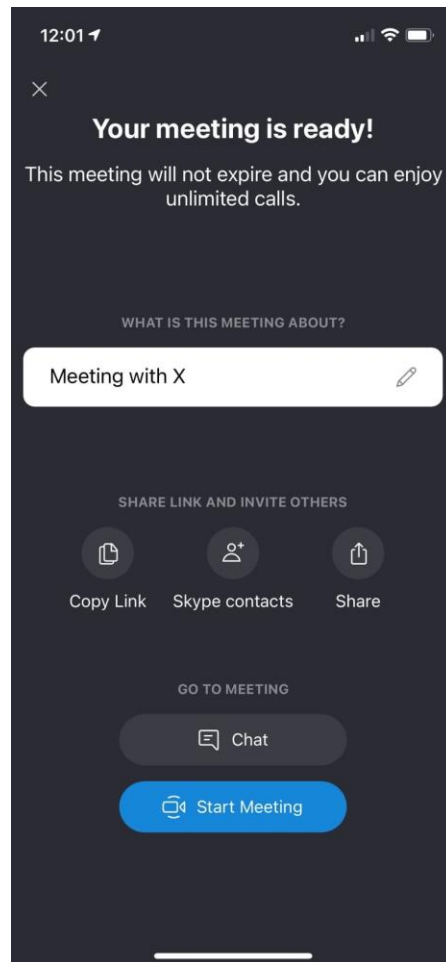
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Skype is Microsoft (software company based in US) proprietary telecommunications application for voice and video chats, conferencing and messaging between computers, tablets, smart phones, consoles and smartwatches over the Internet. Microsoft has recently (September, 2020) launched Meet Now feature in Skype allowing to conduct meetings easily and efficiently accommodating ever increasing demand for remote meetings. It connects Skype users as well as people who have no Skype account.

How to start/end/resume a Meet Now meeting:

Prerequisite: Skype/Microsoft account.

1. Sign in to skype with Skype/Microsoft account.
2. Select Meet Now  button on your Chats or Calls page.
3. Provide meeting title (optional, editable later) and add Skype contacts (optional, editable later) on the meeting configuration dialog (Picture 1).



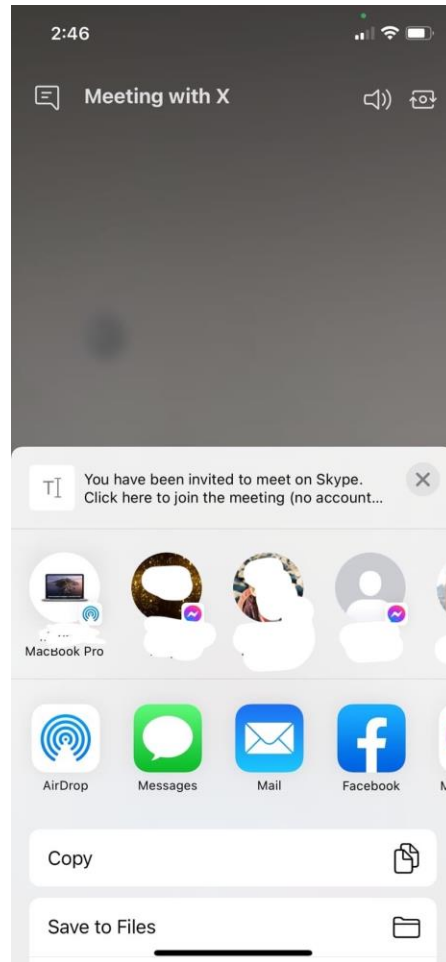
Picture 1 New Meet Now configuration dialog

4. Click Start Meeting button. The conference meeting will start automatically waiting for all the participants to join (Picture 2). That is all – you are hosting a meeting now.



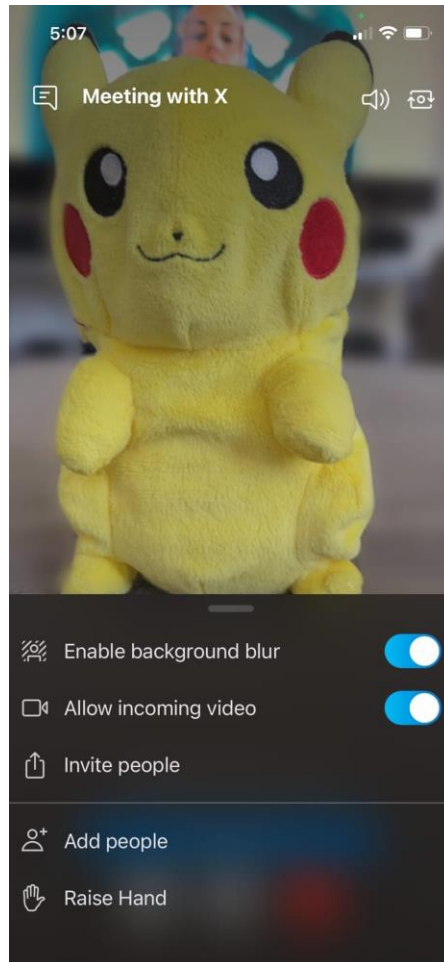
Picture 2 Meet Now active session

5. Click Share invite button to invite users from your device contacts to join your session (Picture 3). They do not have to have Skype account to join your session via meeting invite link.




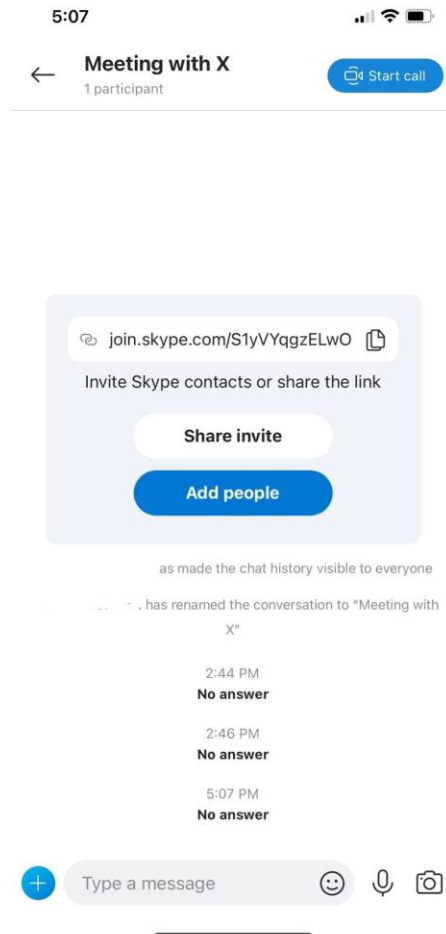
Picture 3 Meet Now Share invite dialog

6. Go back to the active meeting session by closing Share invite dialog.
7. Click ... button to open session options dialog (Picture 2).
8. Toggle Allow incoming video to allow participants to join in with video (Picture 4).



Picture 4 Meet Now session options dialog

9. Optionally toggle Enable background blur button to hide the scene behind you (Picture 4).
10. Close session options dialog.
11. Click hang down red button to end the meeting. Skype automatically creates a group conversation to optionally share media and text with the audience, which can be accessed within 30 days of meeting creation (Picture 2).
12. Click Start Call  to resume the call (Picture 5).

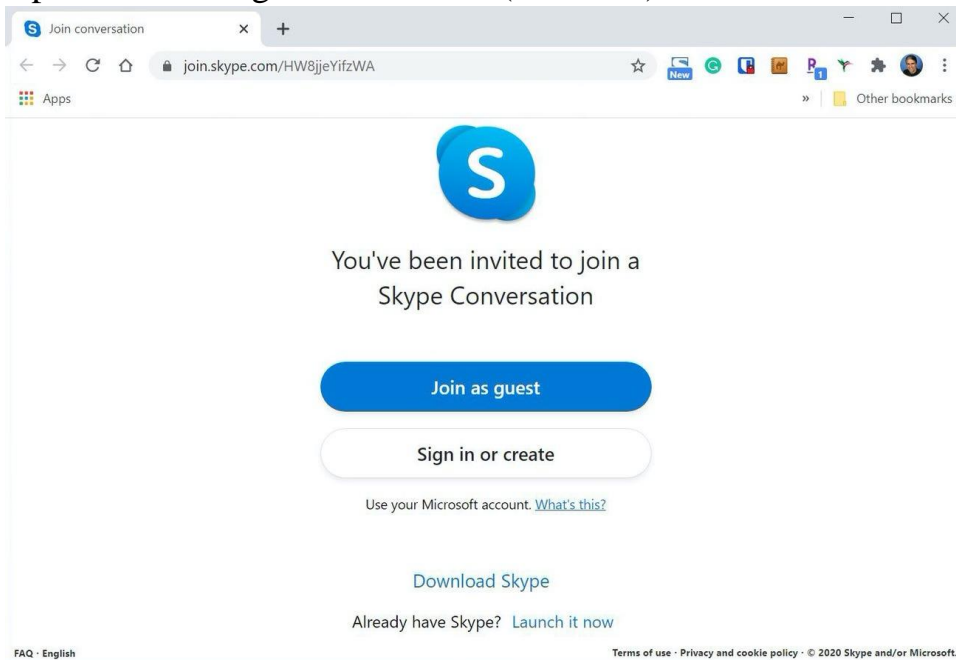


Picture 5 Meet Now group chat

How to join Meet Now session:

Prerequisites: web browser (Microsoft Edge/Google/Safari).

1. Open the meeting invitation link (Picture 6).



Picture 6 Join Meet Now meeting dialog [2]

2. You are in.

Note: Difference between Skype Meet Now and regular Skype group chats is that Meet Now is customized any time along the way while group chats have defined at the beginning title and participants.

References:

1. Microsoft support page <https://support.skype.com/en/faq/FA34926/what-is-meet-now-and-how-do-i-use-it-in-skype>
2. How to use Skype's Meet Now feature to start or join video calls from a computer or mobile device article in Business Insider magazine <https://www.businessinsider.com/how-to-use-skype-meet-now>