
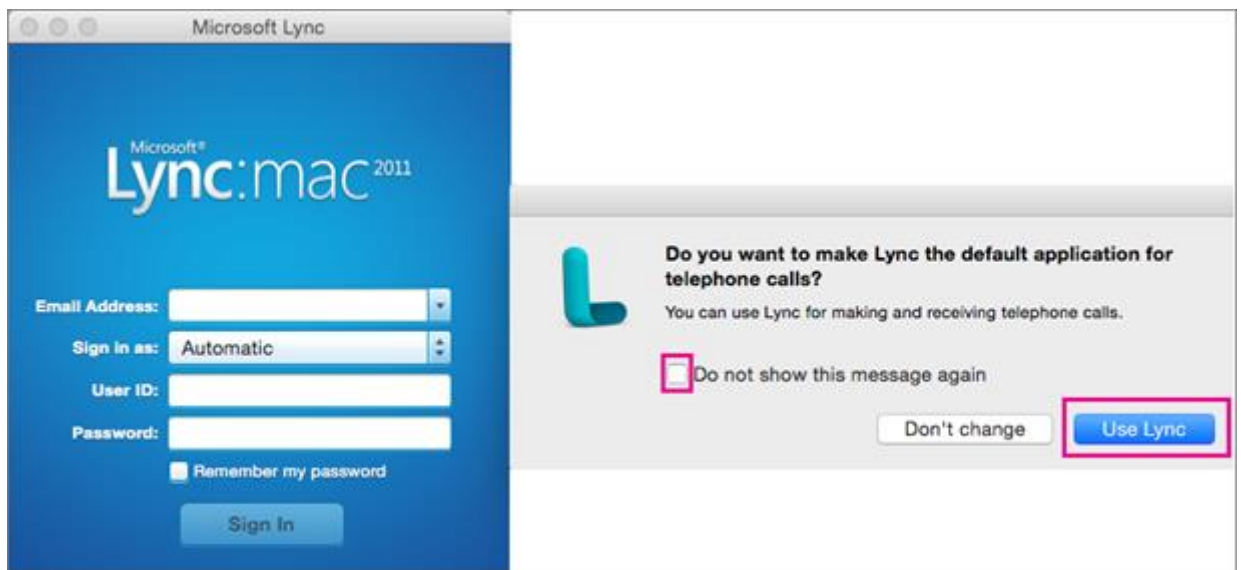


## Sign in to Lync for Mac 2011 for the first time

1. Double-check that you're connected to the Internet.
2. On your Dock, choose the Lync icon .
3. When prompted, choose **Use Lync** if you want to make and receive telephone calls through it. Otherwise, choose **Don't change**.



4. At the Lync for Mac 2011 sign in page:
  - enter your e-mail
  - Next to Sign in as, select the presence status that you want to display after you sign in
  - User ID is *logon@ad.ua.ac.be*
  - enter your password
  - If you want to save your credentials, click to select the Remember my password check box. Your credentials will be saved in the Mac OS Keychain and will work until the next time that your password changes or expires.
5. Click on **Advanced** at the bottom of the page  
Under **Authentication**, clear the **Use Kerberos** box so it's blank.



6. Under **Connection Settings**, choose **Automatic** and **OK**.
7. Back at the Sign in page, choose **Sign In**.

Important: If you get a message that sign in failed, doublecheck your password and your Internet connection. If you continue to get the message, it could be that the connection is slow because of a lot of traffic on the Internet. Try again; it can take a few times to get through.

If you continue to have problems, see Fix problems with setup or signing in (<https://support.microsoft.com/en-us/kb/2629861>)

8. When you're signed in, Lync for Mac 2011 looks like this:

