Lync offers a more efficient office communications tool

Flexibility, independence and time savings are three big reasons many university offices have updated their Office Communicator software to include the communications tool Lync, according to John Myers, director of technology and computing services for MU Extension.

“Lync is a more efficient alternative to Adobe Connect,” says Myers. “It’s great to see so many people using Lync. If you haven’t updated your Office Communicator software to Lync, you should.”

Several articles in recent editions of the ETCS blog *Inner Circuits* can help you install and use the Lync software:

- **Update your computer to Lync:**  
- **Install Lync on iOS6:**  
  [http://extteam.missouri.edu/SiteDirectory/IC/Lists/Posts/Post.aspx?ID=84](http://extteam.missouri.edu/SiteDirectory/IC/Lists/Posts/Post.aspx?ID=84)
- **Install Lync on Android:**  
- **How to create, administer, and join a Lync meeting:**  

“Among its many advantages, Lync can help you instant message, make Internet-protocol audio calls, conduct video calls, and share either your screen or applications running on your computer,” says Myers. “It also offers a whiteboard for collaboration and a polling module for creating polling questions.”

Lync also allows you to:

- Schedule your meeting yourself in Outlook. No longer do you need to complete forms four days in advance to reserve an Adobe Connect room.
- Have your own meeting room, and because Lync has a Web-client feature, you can use it with your clients inside or outside the university.
- Use it any time.
- Free your office from having to use ETCS personnel to coordinate your meeting.
- Create and access meeting recordings on your own rather than waiting for ETCS to publish them.

“Lync has a lot of advantages over more cumbersome communications tools currently in use,” says Myers. “Please give it a try and see if it works for you.”