



IT staff encouraged to upgrade from Skype for Business to Microsoft Teams now

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Starting May 8, 2021, [University Information Technology \(UIT\)](#) will begin to gradually migrate University of Utah student, faculty, staff, and affiliate and University of Utah Health employee accounts from Skype for Business to Microsoft Teams. A university-wide communication campaign will be forthcoming.

Campus and hospital/clinics IT staff and other IT professionals are encouraged to upgrade to Teams for desktop/mobile chat and collaboration now, if you have not already done so. Your early adoption and feedback will help ensure that we can better meet the needs of users as they migrate to the application.

The upgrade is part of the effort to modernize the U's communication technology and better meet the needs of those working, learning, and teaching remotely. Additionally, UIT intends to retire Skype for Business, a step necessitated by Microsoft's plans to end support for the application.

Microsoft Teams features a number of collaboration tools, including instant messaging, video conferencing, file sharing, and voice calling. For more information about Microsoft Teams and the migration, please refer to [this IT Knowledge Base article](#).

The migration will take place in two phases: an opt-in phase beginning May 8 and a mandatory migration in the third or fourth quarter of the year, pending campus and hospital governance approval.

Note: UIT will work directly with departments that depend on Skype for Business for voice services and conference rooms to migrate those systems to Microsoft Teams.

Microsoft will host several free introductory Teams training sessions in May. For more information, please visit [the Teams migration help article](#). Additional sessions for IT professionals may be announced at a later date.

To upgrade to Microsoft Teams, please follow the instructions below.

Upgrade to Microsoft Teams

Users will receive a banner notification in the Skype for Business client when the upgrade is available. To migrate early, select the "Try it" button. The Teams client will automatically download and install if it isn't already on your device.

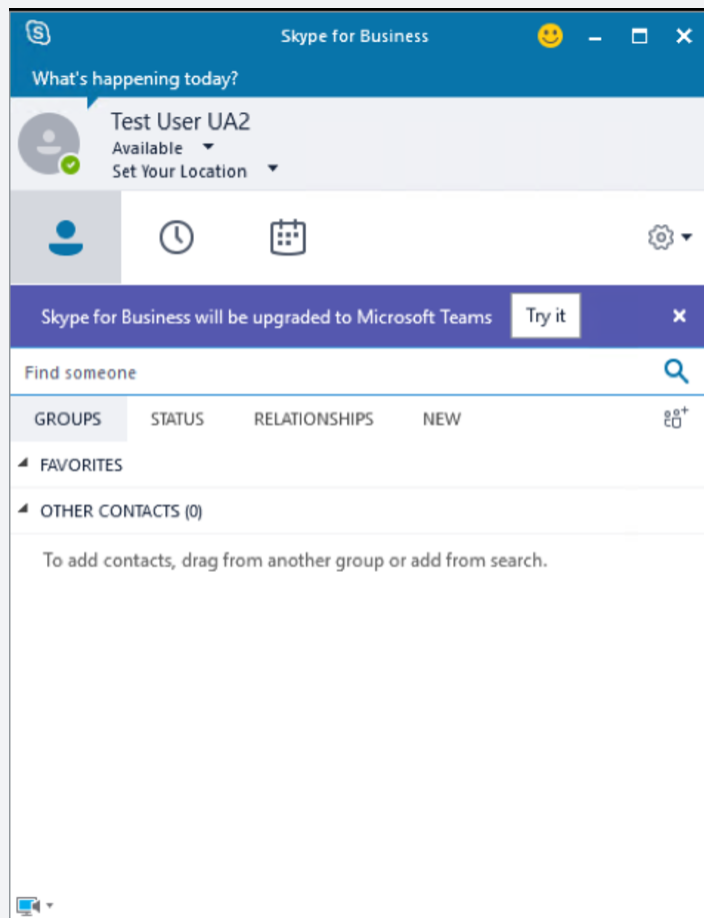
Alternatively, you may visit [the Microsoft Teams website](#) to download the desktop and/or mobile client.

Users should sign in with their uNID@umail.utah.edu credentials and uNID password. You may be prompted to authenticate with [Duo 2FA](#).

After you migrate to Teams, Skype for Business meetings that you have organized will automatically convert to Teams meetings. Meeting participants who still use Skype for Business can [connect to the meetings using the Skype web application](#).

This migration has been approved by the university's [Strategic Information Technology Committee](#).

For additional details or support, please contact your respective help desk: UIT Help Desk (801-581-4000, option 1) or ITS Service Desk (801-587-6000).



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