

Skype for Business for Home Use “Personal Computer”

Purpose: To install Skype for Business for Home use on a Windows 10 Computer or Laptop.

<https://products.office.com/en-us/skype-for-business/download-app#desktopAppDownloadregion>

Logged into your computer search for the AppStore. Open AppStore and search for Skype for Business, if it not already listed.

Click and install Skype for Business.

Requirements: DoD Root Certs

If you already have your computer set up for OWA and USSOUTHCOM SharePoint you can omit this step as you should already have the Root Certs installed.

If Root Certs are not installed please go to Militarycac.com. On the home page scroll down until you see installation steps. Click on step 3 DoD Certificates.

The screenshot shows the MilitaryCAC.com website. At the top, there is a navigation bar with the site name and various links. Below the navigation bar, there is a section for "Installation Steps" with a list of steps: Step 1: Obtain a CAC Reader, Step 2: CAC Reader driver, Step 3: DoD Certificates (highlighted in yellow), Step 4: ActvClient, Step 4a: Update ActvClient, Step 5: IE adjustments, and Step 6: Signing Forms (Army). To the right of the installation steps, there is a section for "Additional Links" with various links such as "Solve Actv Specific Problems", "Sign up for CAC News email list", "Solutions to common problems", "Error Codes by the Number", "MilitaryCAC.com site news", "Mobile Device Information", "READ Comments from others", "Join the Facebook page", "MilitaryCAC memorabilia", "Post a tear off tag sign at your unit", "DTB Instructions & Information", and "Photographing your CAC is illegal".

On this next page Look down to the Windows Users, **Download InstallRoot 5.5 from** Click on the first one that says **MilitaryCAC (.msi version)** (27.7MB) Let it download, then run it accept all the defaults and click install certificates.

STEP 3: INSTALL the Department of Defense (DoD) CERTIFICATES

Installation Steps
Step 1: [Obtain a CAC Reader](#)
Step 2: [CAC Reader driver](#)
Step 3: DoD Certificates
Step 4: [ActivClient](#)
Step 4a: [Update ActivClient](#)
Step 5: [IE adjustments](#)
Log into a CAC enabled website now

InstallRoot automates the install of the DoD certificates onto your Windows computer

To access DoD websites from your computer, you need these certificates on your computer. You may need to reinstall the certificates if the CAC enabled web site won't load, the website you are visiting is prompting you with the message ***there is a problem with the website's Security Certificate / site is not trusted***, you have **received a new CAC**, or your DoD website worked up until recently and doesn't now.

[Apple computer users follow these instructions](#)
[Windows RT users follow these instructions](#)
[Chromebook users follow these instructions](#)

InstallRoot is created by DISA for Windows computers, if you have any problems with this file, please [contact them](#).

NOTE: If you do not want to install the InstallRoot program, you can install the certificates manually by [following these instructions](#).

Windows users, Download InstallRoot 5.5 from:
[MilitaryCAC \(.msi version\)](#) (27.7 MB),
[MilitaryCAC \(.zip version\)](#) (25.9 MB), or
[DoD Cyber Exchange \(.msi version\)](#) (27.7 MB)

Launch Skype for Business. (You will need your skype name which will usually be [\(first.last@ent.southcom.mil\)](#)). Once opened choose AD and the CAC login option. Since you are using CAC, you will need to choose the certificate you normally use at work (SOUTHCOM).

Note: It may time out the first time, but usually will work the second time launched.