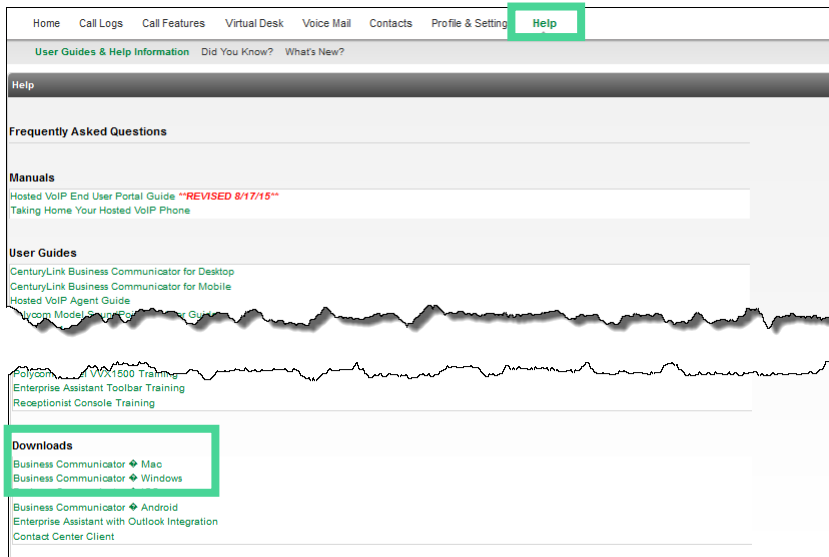


This quick start section contains essential information for downloading and getting started with your CenturyLink Business Communicator.

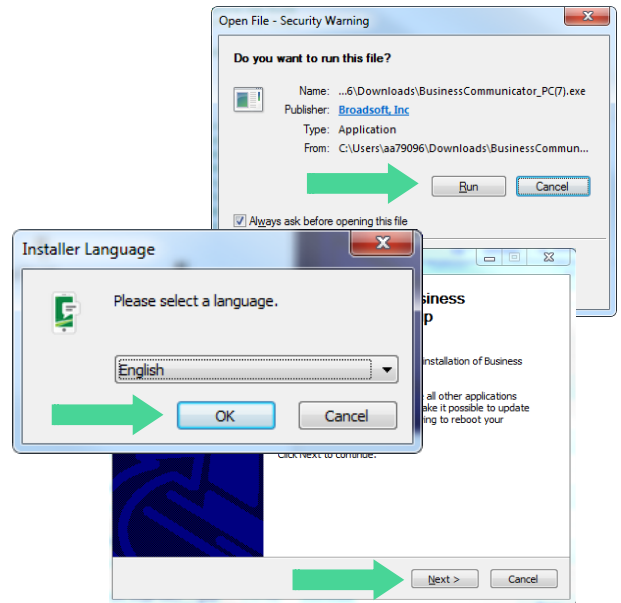
## 2.1 Installation

If a Business Communicator license was assigned to your seat, downloads are available under **Help > Downloads** in your End User portal. Refer to your welcome email for portal link and user name and password. Use the correct download link for Windows or MAC, based on your operating system. For mobile devices, search in your device's app store for the appropriate application.

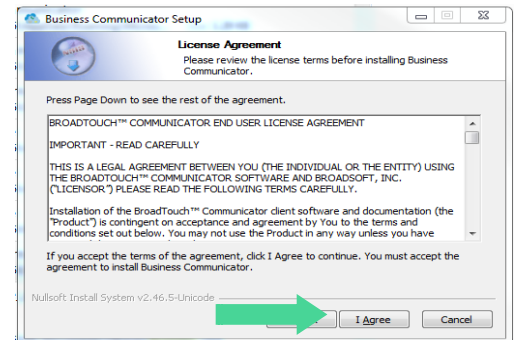
- 1) Click **Help** from the main menu. Scroll to the bottom of the page and click on the link for the application you want to install, follow the installation wizard.



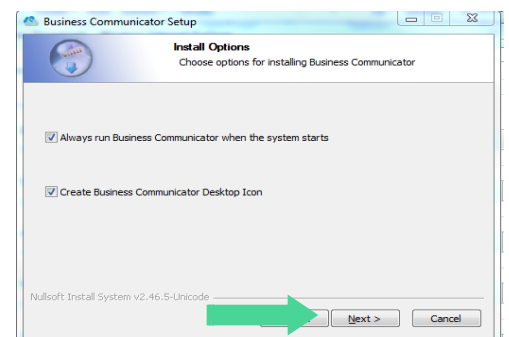
- 2) Click the **Run** button to download the BusinessCommunicator.exe file.
- 3) Select the appropriate language from the drop down box and click the **OK** button.
- 4) Click the **Next** button.



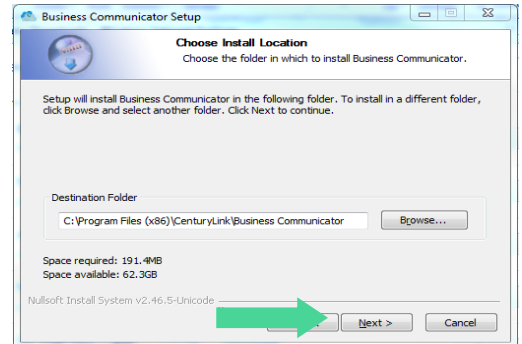
- 5) Read the License Agreements and click the **I Agree** buttons.



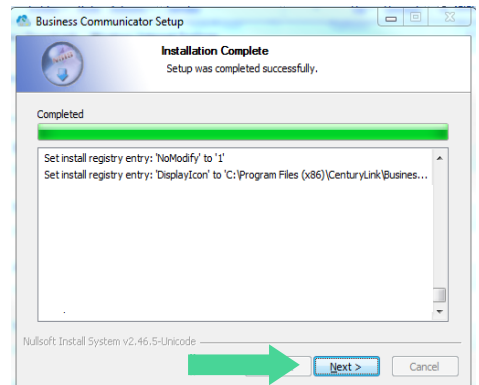
- 6) If you always want your Business Communicator to open at start up, leave the **Always run Business Communicator when the system starts** box checked (recommended). If not, uncheck the box.
- 7) If you want a Business Communicator icon created on your desktop, leave the **Create Business Communicator Desktop Icon** box checked. If not, uncheck the box.
- 8) Click the **Next** button.



- 9) The executable file predetermines where to upload the file (recommended).
- 10) If you wish to place this tool in another folder on your computer, click the **Browse** button and search for that location.
- 11) Click the **Next** button to continue.



- 12) Click the **Install** button.
- 13) The application runs through the full download.
- 14) Once download is complete, click the **Next** button.



- 15) With **Start Business Communicator** checked, click the **Finish** button.
- 16) This automatically launches your Business Communicator, unless you uncheck the box prior to clicking **Finish**.

