Sign-in to Glip for iOS

**Step 1:** Tap on Sign In to RingCentral.

- All of your team communication and productivity tools in one place to get work done efficiently.
- Select Single Sign-On option to log in.
- Favorite contacts for easy connections.
- Check the Presence Status of anyone to ensure availability.
- Use Teams for recurring discussions (e.g. Projects, Departments, or Topic-Based discussions).
- Use Bookmark an important discussion to remind yourself later.
- Use to Pin a comment in a conversation.
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**Step 2:** Tap on Single Sign-on to Sign In.

- Add Non-Columbia members as Guests in Teams for case specific discussions.
- Sync your system calendar with Glip to get notifications of pending tasks.

**Tips**

- Favorite contacts for easy connections.
- Check the Presence Status of anyone to ensure availability.
- Use Teams for recurring discussions (e.g. Projects, Departments, or Topic-Based discussions).
- Use Bookmark an important discussion to remind yourself later.
- Use to Pin a comment in a conversation.
- Add Non-Columbia members as Guests in Teams for case specific discussions.
- Sync your system calendar with Glip to get notifications of pending tasks.

**Support Contact**

Please submit a ticket to the CUIT Service Desk to ask questions or report an issue. You can also call the Service Desk at 212-854-1919. You can expect a response within one business day.
Step 3: Enter your email address: **UNI@columbia.edu**. Then tap on **Submit**.

Step 4: Enter your credentials, then tap on **Login**.
**Step 5:** Accept the "Emergency Service Disclaimer" by clicking Accept.

Emergency Service Disclaimer: The app uses your wireless device's dialer and mobile telephone service to make emergency calls and texts (e.g., 911 in the United States and Canada, 112 /999 in the European Union). IF YOUR WIRELESS TELEPHONE SERVICE IS UNAVAILABLE, YOU WILL NOT BE ABLE TO CALL, TEXT OR ACCESS EMERGENCY SERVICES FROM THE MOBILE APP.

**Step 6:** If you already have installed "RingCentral Phone", select the default app for answering incoming calls, then tap on Done.
Step 7: Tap **Turn Notification ON** to receive Glip notifications on your device.

Step 8: Followed by **Allow**.
Step 9: Either Skip the invite option or search contact and Invite the desired contact to Glip.

Step 10: Tap OK to allow access to your Contacts.
**Step 11:** Tap OK to allow access to your Camera.

**Step 12:** Tap OK to allow access to your Microphone.
Step 13: Tap **OK** to allow access to Glip with Siri.

You are now signed-in.