Skype 101

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Skypename (username):_____ **Password:**_____

What is Skype?
Skype is a free video calling service that allows you to see your friends' faces as you video chat with them online.

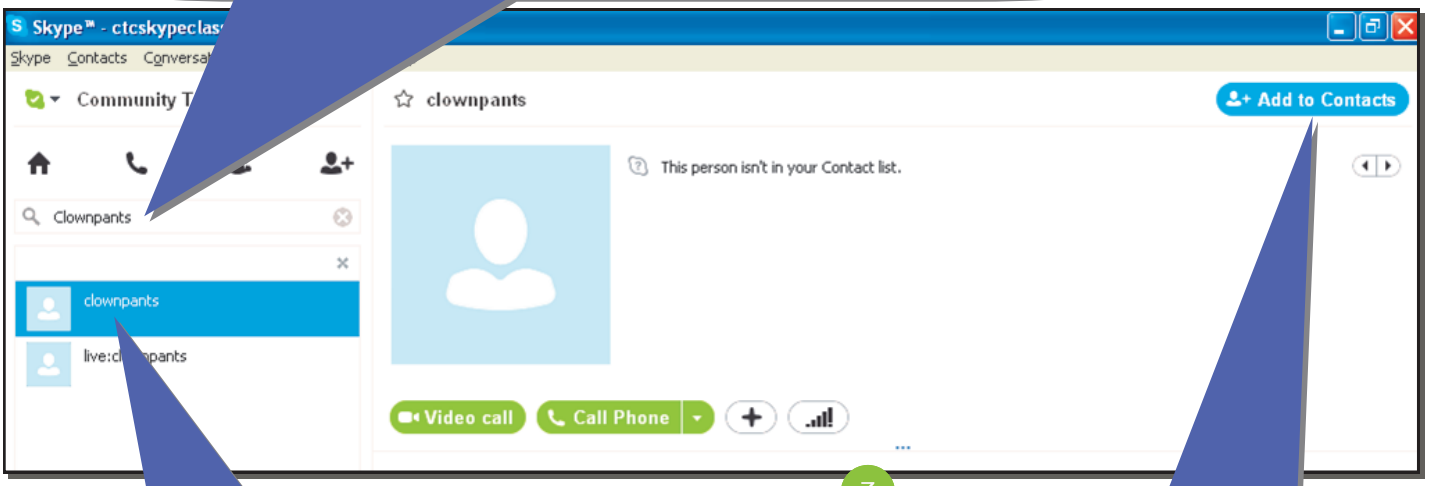
What do you need to start Skyping?

- A computer or device with the free software installed (get it at skype.com)
- An account aka a username and password (also free at skype.com)
- A webcam
- Audio setup—either a headphone with a mic attached, or internal speakers and mic.

How to add contacts on Skype

In order to call someone on Skype, they must be your official contact. You must send a request and they must accept it (or vice versa). Here's how to send a contact request:

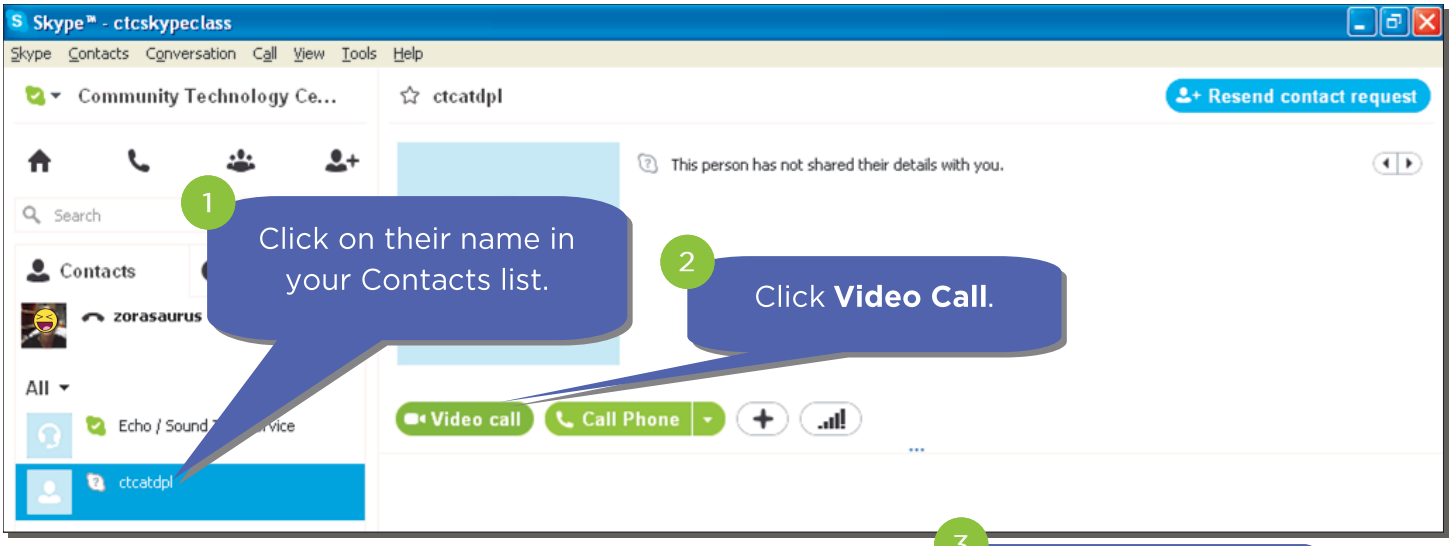
1 Type their username into the search box. You must have their Skype username to search for them.



2 Click on the correct username in your results list.

3 Click **Add to Contacts**.

How to make a video call on Skype



Try the other nifty free features on Skype!

- Free voice calling to other Skype users.
- Instant messaging.
- SMS
- Skype on your mobile device.
- Screen sharing.
- File sharing.

WHERE TO GET MORE HELP:

The CTC: come to the desk and ask for help, schedule a 1-on-1 tutoring lesson, come to more classes, or attend one of our open labs to answer your questions.

Skype Online Support: https://support.skype.com/en/