

# Session 13

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FREE VIDEO CALLS WITH SKYPE



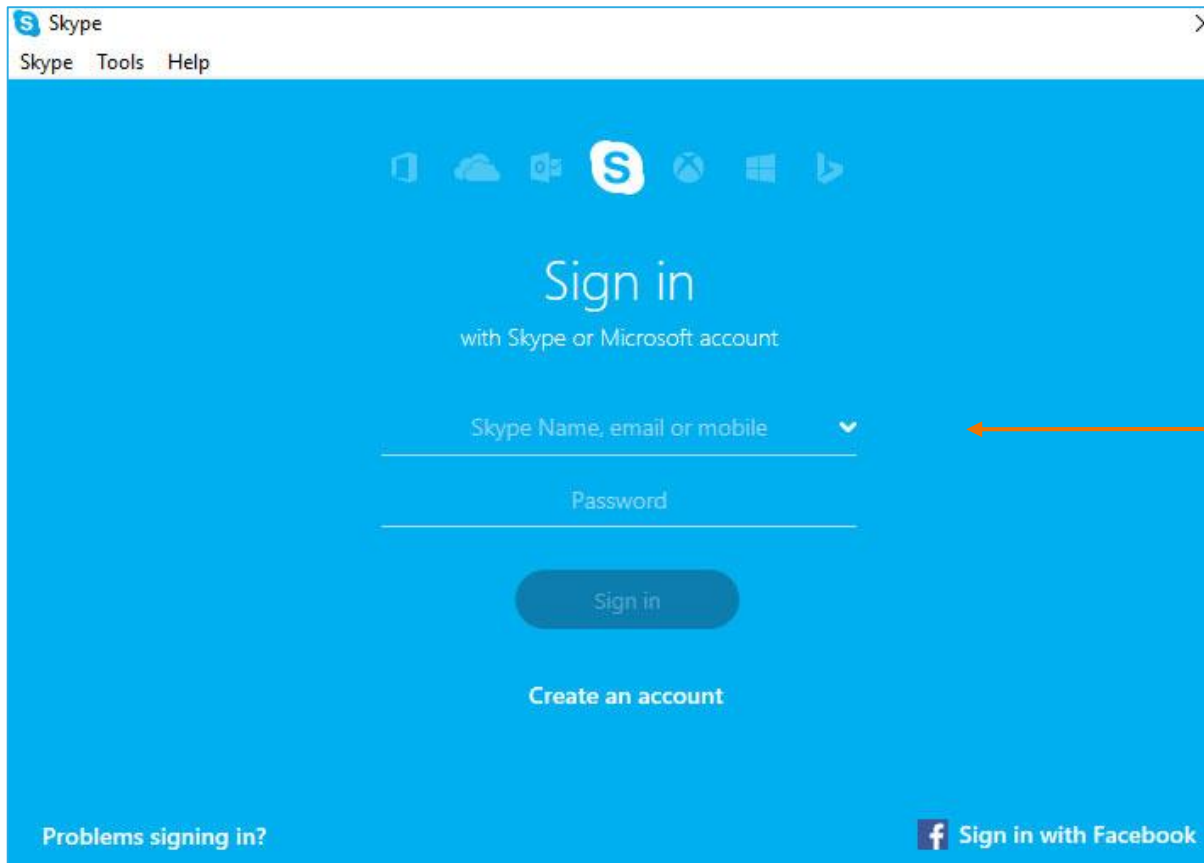
# Using Skype



- Skype is a fantastic free computer program that enables people to speak to each other for free over the internet (*Microsoft bought Skype in 2011 paying a cool \$8.5Bn!*)
- It's also possible to use Skype to make cheap calls to a landline or mobile telephone
- Skype can be used for instant messaging (chat) and individual and group voice and video calls
- It can be run through a browser - although that is still in “Beta” (development) status at the time these materials were developed
- It is also an integral part of the Windows 10 package – albeit with some restrictions and a slightly different interface
- Skype runs across all platforms and devices – PCs, tablets, smart-phones and many operating systems – Windows, iOS (Apple) and Android -
- I strongly recommend that you download and install the desktop version which you can get from [www.skype.com/en/download-skype/skype-for-computer/](http://www.skype.com/en/download-skype/skype-for-computer/)
- 🕒 Check out the Digital Unite “[Guide to Skype](#)”
- And take a look at some great, short (less than one minute) Microsoft videos: <https://support.skype.com/en/howto/windows-desktop/#VD10>



# Skype – step-by-step (1)



## Sign in

- Launch the desktop version of Skype by double clicking on



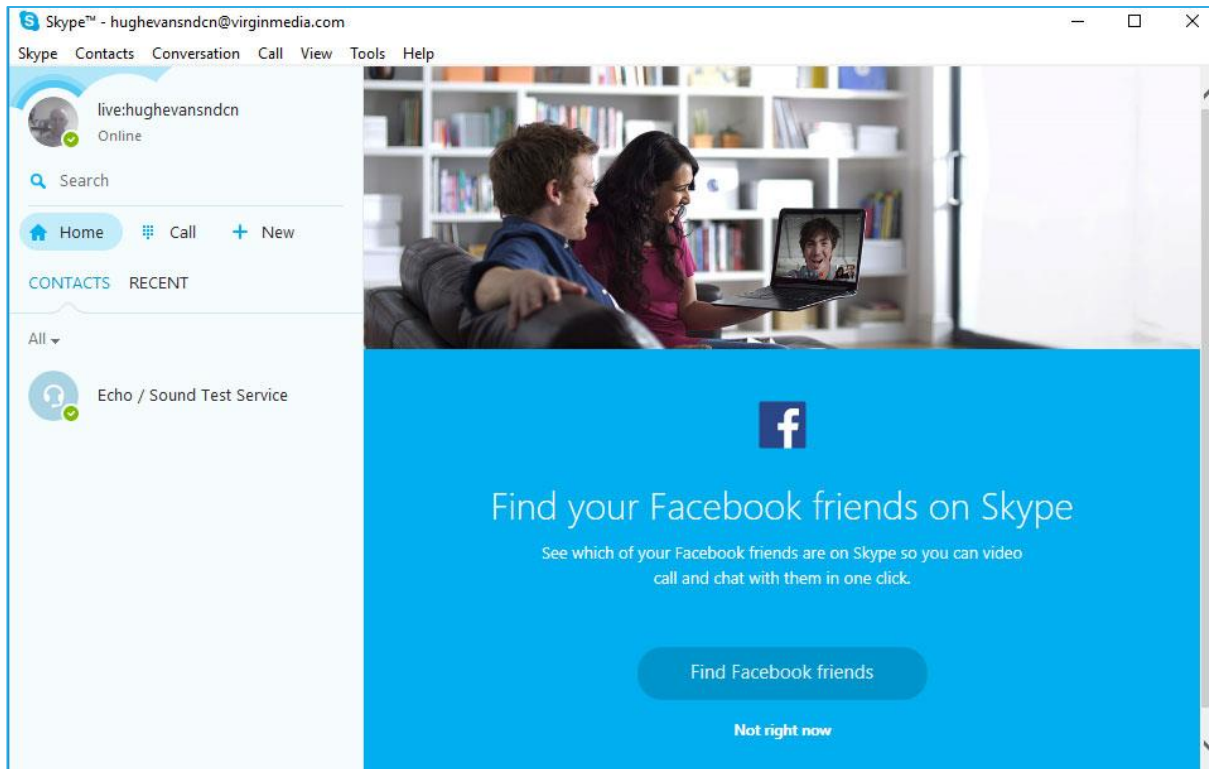
- Enter your Microsoft Account credentials
- The first time you may be asked to verify your account details

If you do not have a Microsoft Account, you will need to fill-in a form to create a Skype account here:

<https://login.skype.com/account/signup-form>



# Skype – step-by-step (2)

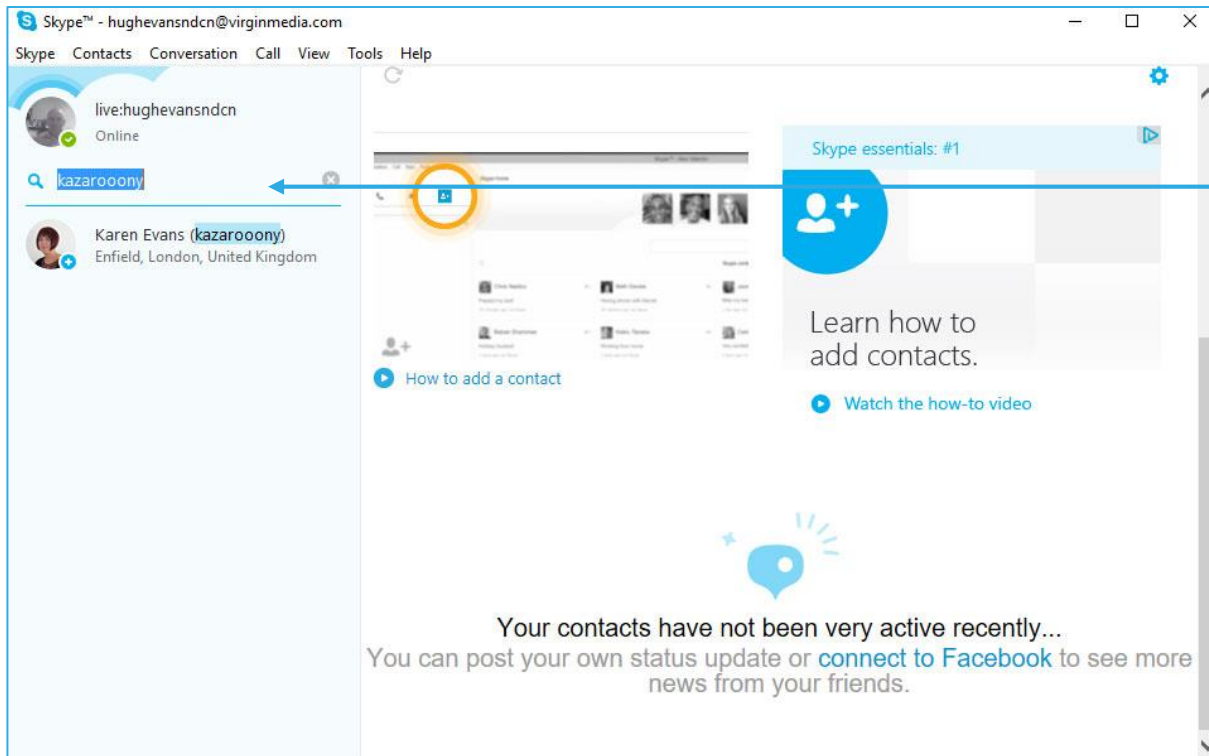


## Signed in!

- The only contact you will have is to the Skype Sound Test service
- You may want to try this – just to check



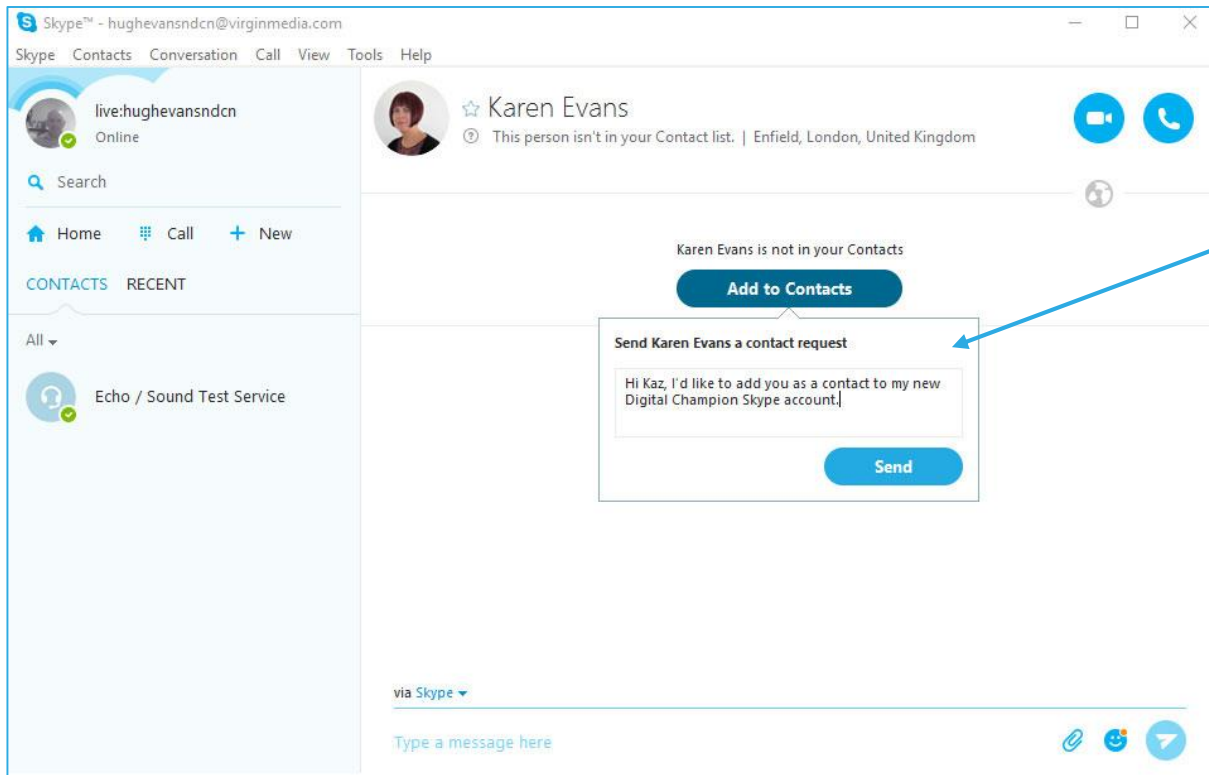
# Skype – step-by-step (3)



## Add your first contact

- Enter your contact's Skype name or e-mail address into the search box
- Choose the one you want

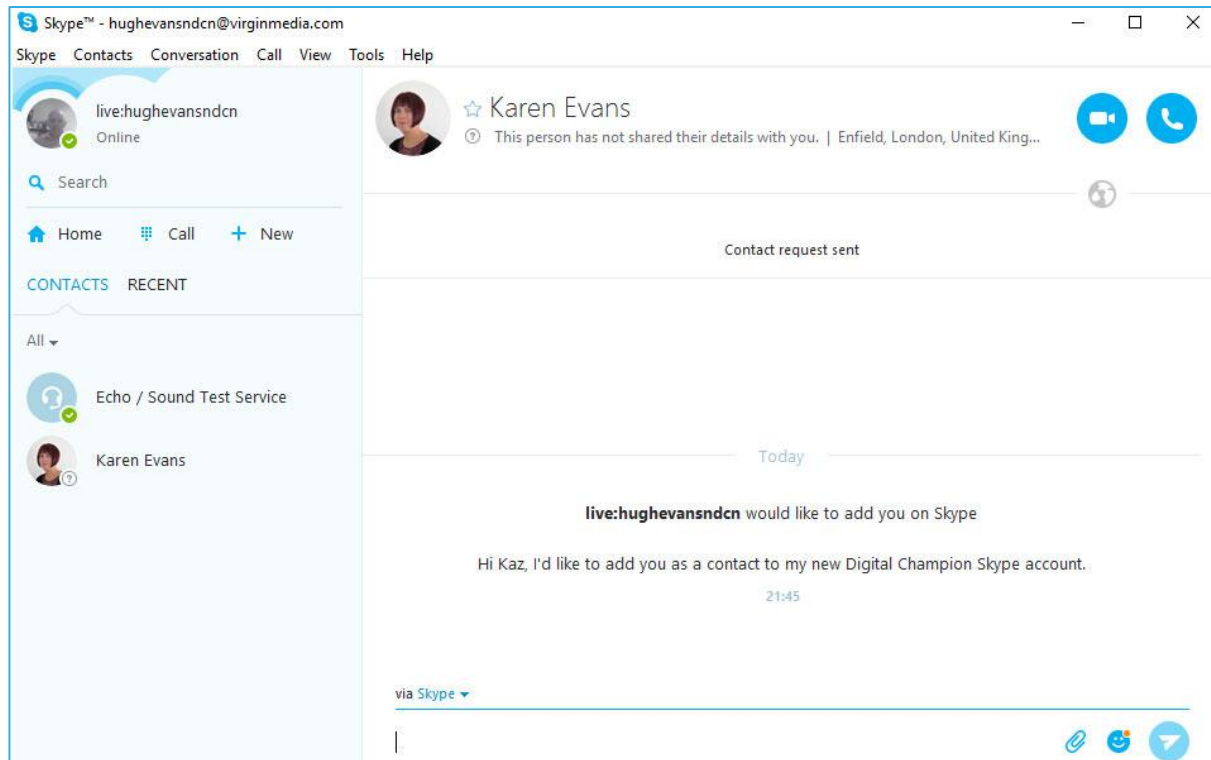
# Skype – step-by-step (4)



## Send a contact request

- Modify the default contact message if you wish
- And press the big blue "Send" button

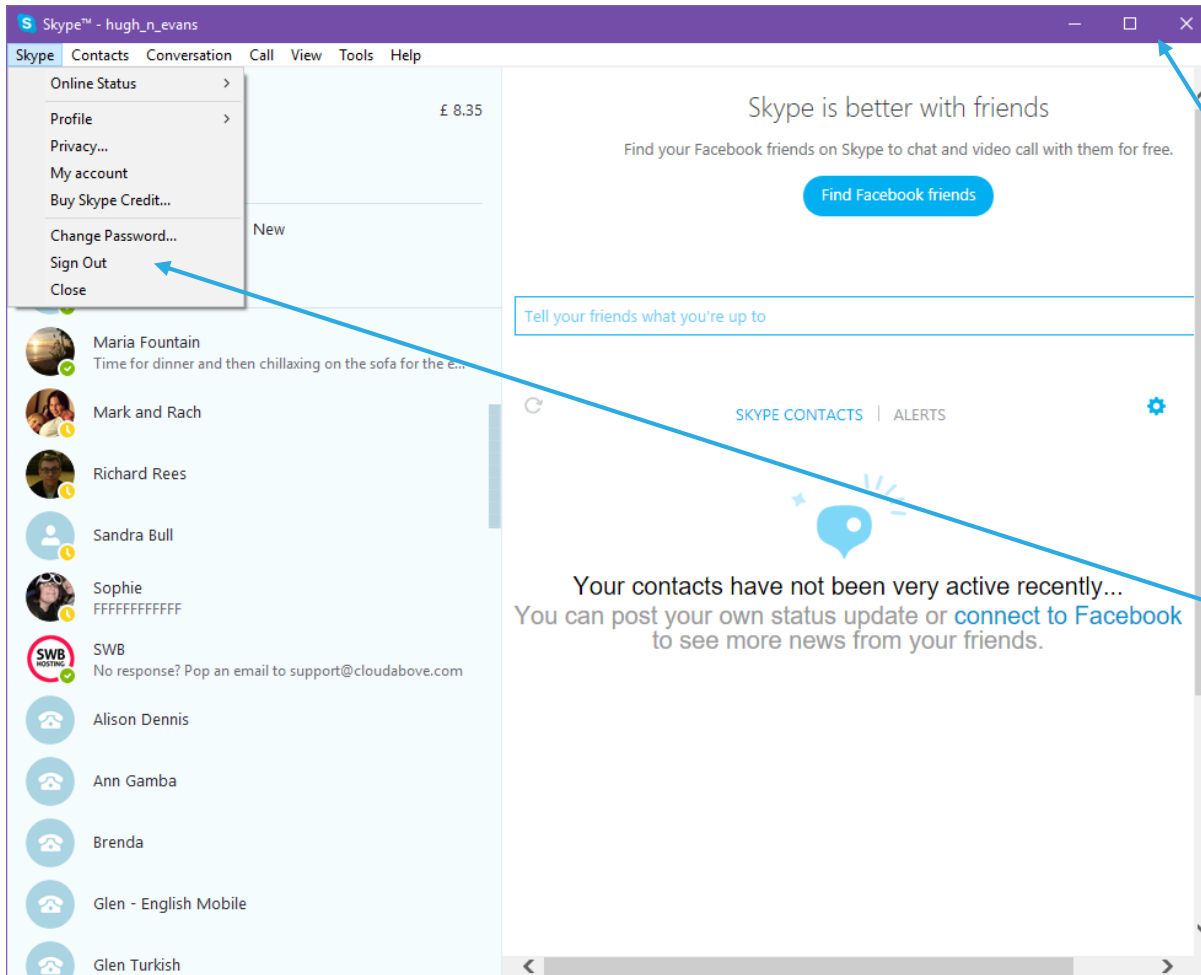
# Skype – step-by-step (5)



Wait for their response!



# Skype sign-out

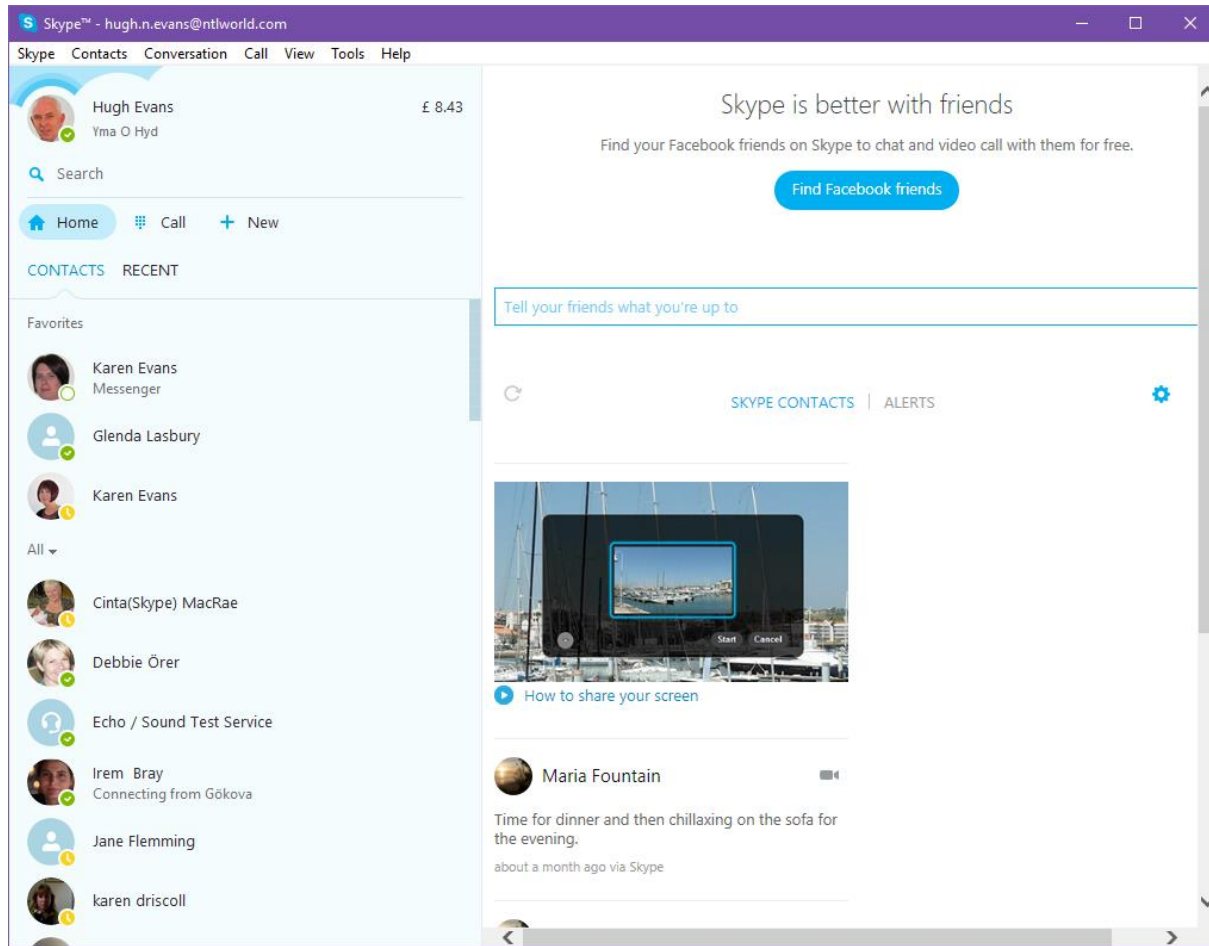


## Skype on a shared PC

- if the PC has been set up with separate user accounts – fine
- if not (as is the case for us), you need to take steps to minimise traces of your activity
- don't just minimise or even close Skype – it will keep running in the background
- explicitly Sign Out so that your credentials don't remain after you walk away



# Skype – Real-Life Demonstration



## Main points to illustrate

- Changing status
- Adding a contact
- Checking audio & video status
- Configuration options
- Making a video call
- Skype chat

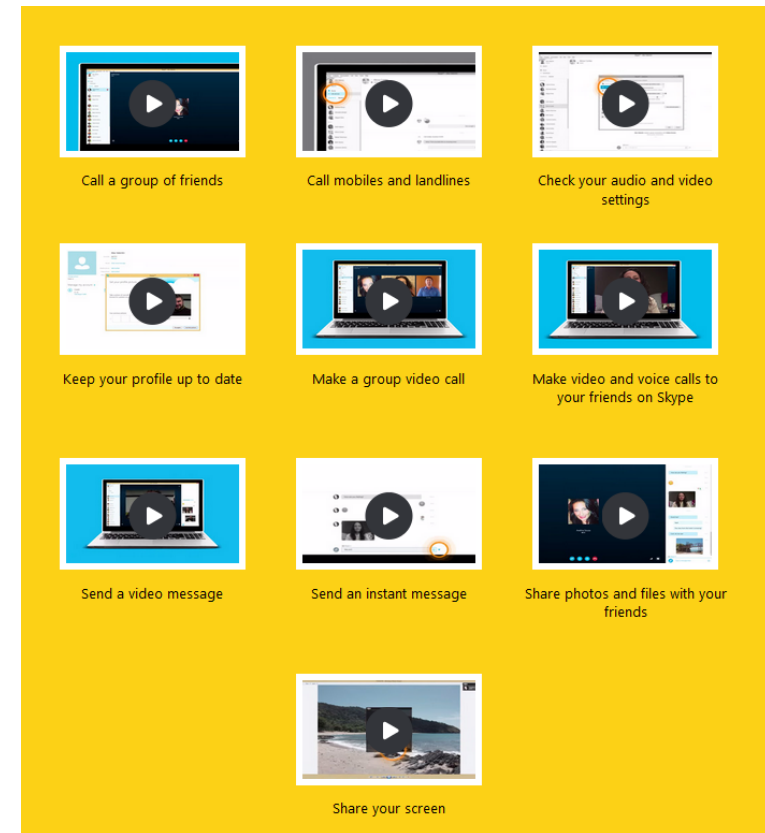


# Practice Session 04

## USING SKYPE



- Follow the short videos at: <https://support.skype.com/en/howto/windows-desktop/#VD10>



# In your own time ...

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BETWEEN NOW AND THE NEXT TIME WE MEET, FIND ONE OR MORE SKYPE CONTACTS (USE ME IF YOU WISH) AND HAVE A VOICE OR VIDEO CALL WITH THEM OR EVEN JUST HAVE A 'CHAT'

