

Using Skype

Check out these top tips for video calling with Skype.

What is Skype?

Skype is one of the world's most popular video calling applications, allowing people to make unlimited video calls for free. You can download Skype from the internet, and it works on desktops, laptops, tablets and smartphones. Skype also comes pre-installed on many Windows computers. To download Skype, visit www.skype.com.



Who can I call on Skype?

You can call any other Skype user. They can be either in your existing contacts list, or you can add them in Skype.

You cannot call emergency or 1300 numbers on Skype.

How much does it cost?

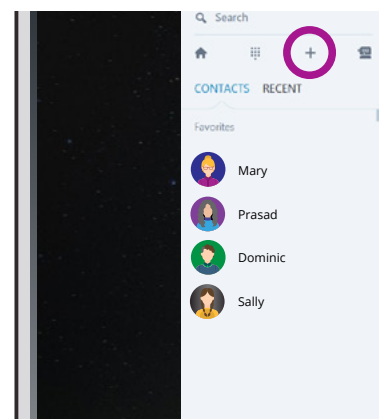
Calling other people who are also using Skype is free.

You can also call regular telephones with Skype, but this is not free.

Adding contacts

Before you can call anyone in Skype, you need to add them to your Skype contacts list. There are two ways people can be added:

- Skype can use your existing contacts list. When you start Skype for the first time, you may be asked if you want to give it permission to access your contacts list.
- You can search for people in Skype by using the Search bar.



Add people to your Skype contacts list

Using Skype

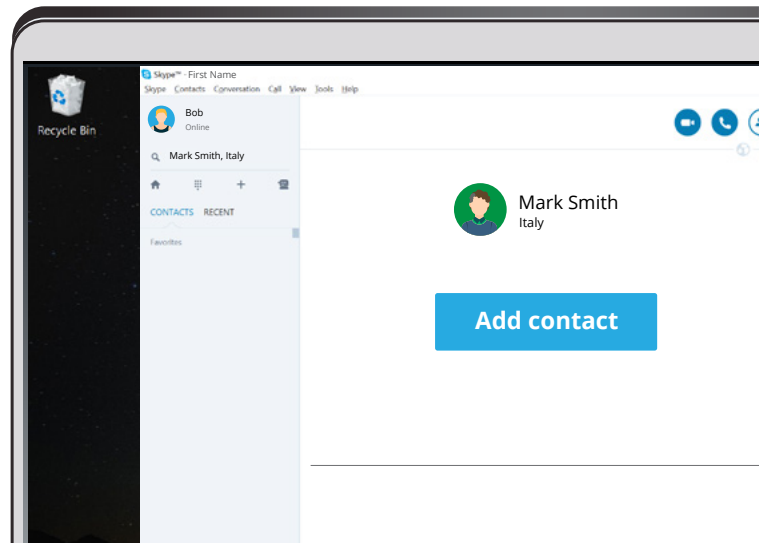
Using the Skype Search bar

To find someone using Skype Search bar, click on it and type in one of these:

- The person's name (and possibly location, if there are too many people with matching names).
- The person's phone number.
- The person's email address.

When a list of results appears, click on the person's name. This will display their profile.

Finally, click on Add to contacts. This will send a message to the persons asking for their permission to be added to your contacts. When they accept, you'll be able to call them on Skype.



Add people to your Skype contacts list

Making a Skype video call

To make a video call, just follow these steps:

1. Select the person's name from the contacts list. This will bring up their profile page.
2. Click on the video camera button to call.
3. The other person's device will start ringing. When they accept the call (by clicking on the green pick up button), the video chat will start.

4. End the call by clicking on the red hang up button.

During the call, you'll see the face of the person you're calling filling up most of the screen. You'll also see your face in a small box in the bottom. This is so you know what you look like to the other person.



Video call with Skype

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Adding people

You can add more people to a Skype video call. Click on the '+' button or the '...' button to add extra people. You'll be asked to choose who you want to add.

Start calling

Once you've added all your contacts, making calls with Skype can be as easy as selecting a name and clicking or tapping on a call button.

