Skype Information

SKYPE FOR BEGINNERS

This is a fairly basic run-through for beginners in getting started with Skype. Much more detailed support and information can be obtained on the Skype website (<u>https://support.skype.com</u>).

WHAT IS SKYPE AND WHAT CAN YOU DO WITH IT?

- Skype is an application which you install on your computer, laptop or mobile device.
- This provides a method of making phone or video calls using 'internet bandwidth' instead of your fixed line telephone or mobile phone.
- You can send files (including photos, documents or presentations of any size) and share your screen with others.
- Skype may also be used as a form of Instant Messenger with no sound or vision and just text.
- You can make audio calls using a simple headset with microphone and video calls using a webcam (for computers).

WHAT DOES IT COST?

- It is Free to:
 - Make basic audio/video calls to other Skype users anywhere in the world (this includes both one to one and conference calls) because the 'bandwidth' used is paid for in the monthly fee that you pay to your internet service provider (ISP).
 - \circ $\,$ Send files and/or share your screen with one other Skype user.

INSTALLING SKYPE

Go to http://www.skype.com and click on Download Skype.

You will be asked to save the SkypeSetup.exe file. Click on Save File (this will save the file to wherever you have chosen to do this on your computer. It may be your desktop, documents or a specific downloads folder). If you have a download window showing in your browser, double clicking on this file will begin your install. Alternatively, you can browse to the file on your computer and double click on it (or right click and choose open from the context menu, if you prefer) to begin the install process. Follow the setup wizard to complete the installation.

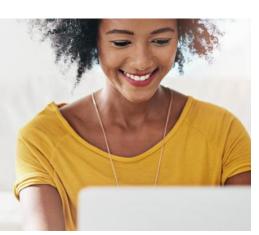
Or you will be able to find the application to download in the Apple App Store or in Google Play.

Skype makes it easy to stay in touch

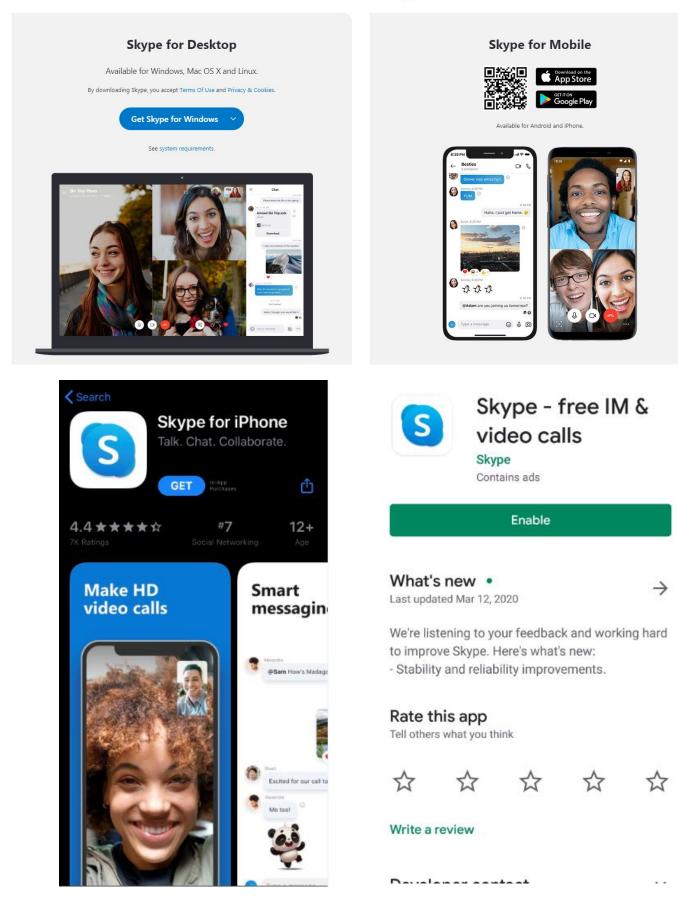
Talk. Chat. Collaborate.

Download Skype

By downloading Skype, you accept <u>Terms Of Use</u> and <u>Privacy &</u> <u>Cookies</u>.



Download Skype



If it's your first time opening Skype:

• Open Skype on your computer or on your mobile device.



• Click 'Sign in or create' and follow the prompts to create your account.





Sign in or create

Use your Skype or Microsoft account. Need help?

- Please take note of your username so you will be able to provide it during the visit arrangement call.
- You will then be given a date and time for your visit.
- Please be connected to Skype on your computer/mobile device a few minutes prior to your visit time.
- RMH staff will initiate the video call.