

## Downloading, Installing and Setting Up Skype for PC

1. Go to <http://www.skype.com/>
2. Select "Get Skype" from the top menu



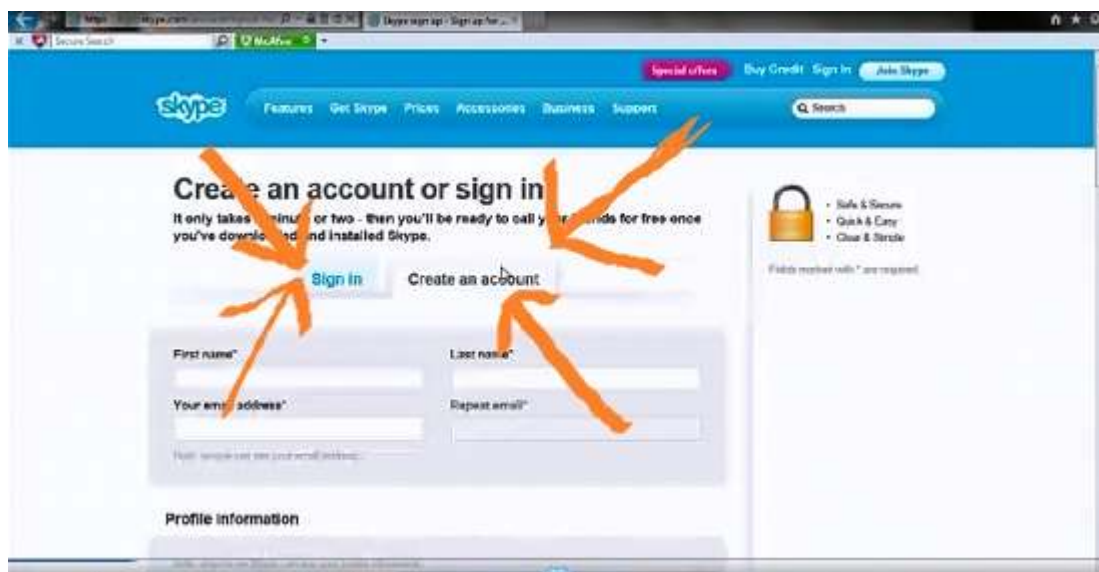
3. Press the "Get Skype for Windows" button on the right side of the screen



4. Press the "Download Skype" button under the "Skype Free" header.



5. "Sign in" if you have an existing account or "Create an Account" if you don't.



6. Save the file to your computer and WAIT! (Go and get a drink or something, it takes ages!)

7. Open the folder that you saved skype to and double click on that file (will be named SkypeSetup or something similar)

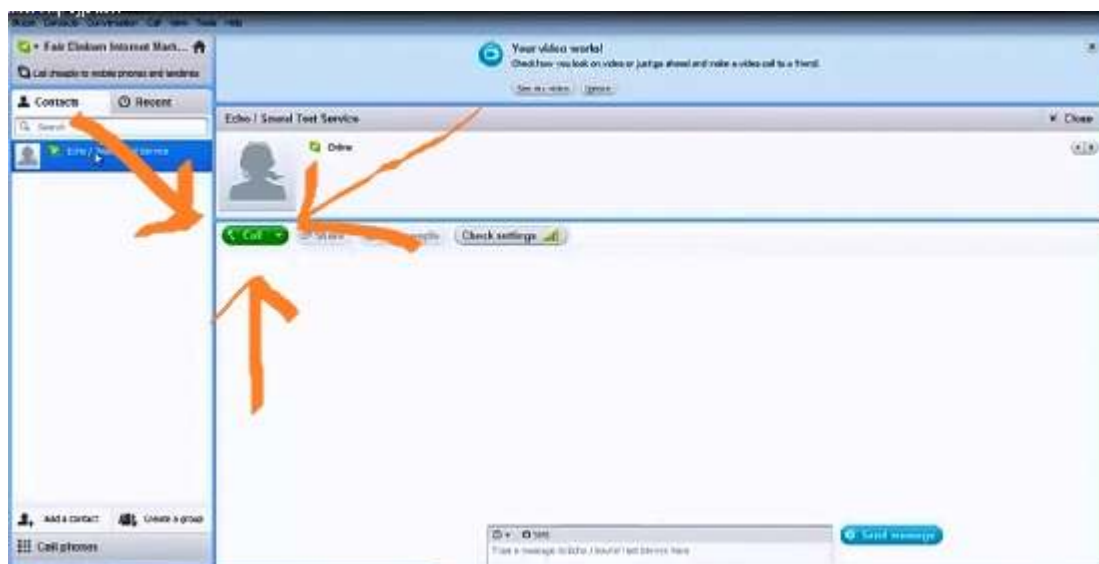
8. Select appropriate responses in all windows that pop up and choose the directory that you wish to install Skype.

9. Create a Skype account if you don't have one and didn't previously in step 5. Alternatively, click on the "Sign in" link and enter your Skype Name and Password.

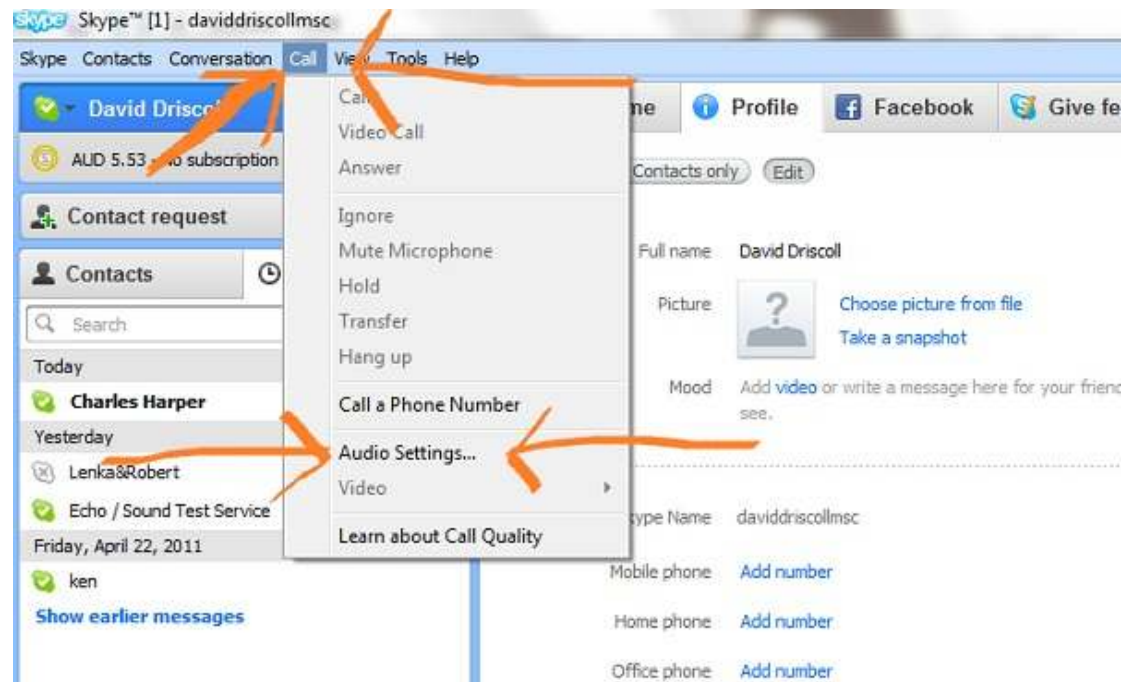
10. In the contacts tab on the left, select the "Echo/Sound Test Service"



11. Select the green call tab to start the test call and follow the voice instructions.



12. Follow the voice instructions to ensure that your microphone and/or speakers are working correctly. If the microphone and/or speakers aren't working, select "Call" from the top menu and then "Audio Settings" from the drop down box. Change the microphone and/or speakers and return to step 10.



13. You have now completed your Skype installation and customisation.