Downloading and Installing Skype

1. Go to the Skype website (see the Resources section for links to download Skype for Windows and Mac users) and download the SkypeSetup.exe executable.

    <u>Resources</u>
    Download link for windows XP / 7
    http://www.skype.com/intl/en-us/get-skype/on-your-computer/windows
    Download link for Macs
    http://www.skype.com/intl/en-us/get-skype/on-your-computer/macosx/
    (The software is installed under the Program Files folder in a directory called Skype, which is automatically created. A Skype Setup icon is also automatically created on your desktop.)

2. Click on the SkypeSetup icon that is on your desktop or download location. A Skype Setup wizard then appears. You will get a warning window asking if you want to Run or Save this file: SkypeSetup.exe. Click "Run."

    Note: Another confirmation message may appear, asking if you are sure you want to run this software. Click "Run" again.

3. Follow the instructions on the Skype Setup wizard to complete the installation of the Skype software. At the end of the installation, you will be asked to set up a Skype account.

4. A Skype window appears, and if you have never used Skype before, you have the option of creating a Skype account. You'll see a link on that window mentioning the following:

    "Don't have a Skype name?"

    Click on this link, and it opens up another "Skype - Create a New Account" window, where you type in your full name and then type in a Skype name and a Skype password and repeat password in the respective fields on that window.

    Note: Jot down your Skype name and password, as you will need them every time you open the Skype application.

5. Click on the "Sign in" button.

    Note: After having created your new Skype account for the first time, the next time you open Skype, your Skype name will automatically appear in the Skype name field. All you need to do is to type in your Skype password and click the "Sign in" button.

6. Follow the instructions in the "Getting Started" guide to add a contact, using the "Add Contact" button; to test your headset and microphone, using the "Skype Test Call Feature"; to set up a conference call with a business colleague or friend; and to explore all the other features in Skype.

7. Once you have installed the Skype software, there are two ways in which you can open the Skype software application.
    Click on the "Skype" icon on your desktop or double-click on the "x" icon in your desktop's system tray to start Skype at any time.
    Note: Once the Skype window comes up, the "x" checkmark then changes to a green checkmark to indicate that the Skype application is currently running on your computer. It changes back to an "x" mark when you have "Signed out" of Skype and Skype is no longer running on your computer.
8. Read more: How to Install Skype and Talk All Over the World for Free

    http://www.ehow.com/how_2000559_talk-all-over-world-free.html#ixzz0yuD2XWRh