



Learn on your own

Skype is an app that lets you make video and voice calls through the internet



Presented by



Youth Empowering Parents

With funding from



Skype

1



Find the Skype app

- To find the Skype app, you can look for it on your device's home screen
- Tap on the Skype app to open it
- If Skype isn't installed on your device, open the Google Play store. You can search for Skype and download the app. If you've never downloaded apps before, do [this lesson](#) first.

2

A screenshot of the 'Sign in' screen. It has the title 'Sign in' and subtitle 'to continue to Skype'. There is a text input field for 'Skype, phone, or email'. Below it are links for 'No account? Create one!' and 'Sign-in options'. At the bottom are 'Back' and 'Next' buttons.

Setting up your Skype account

- Skype is free to use, but you need to register first. You just need to type your email address.
- Enter your email address and then tap **Next**

3

A screenshot of the 'Create a password' screen. It has the title 'Create a password' and subtitle 'Enter the password you would like to use with your account.'. There is a text input field for 'Create password' and a checkbox for 'Show password'. At the bottom is a 'Next' button.

Create a password

- Now you'll need to create a password. Your password should be something easy for you to remember, but hard for others to guess. Type your password and then tap **Next**.
- Be sure to note your password somewhere safe so that you don't forget it
- Once you've typed in your password, tap **Next**

4

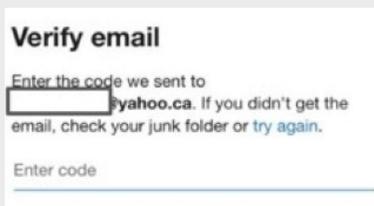
A screenshot of the 'What's your name?' screen. It has the title 'What's your name?' and subtitle 'We need a little more info before you can use this app.'. There are two text input fields for 'First name' and 'Last name'. At the bottom is a 'Next' button.

Enter your name

- Now, type in your first and last name and then tap **Next**

Skype

5



Secure your Skype account

- Skype will send you an email to make sure that your email is correct. It will contain a security code that's 4 numbers long.
- Go to your email account and open the email from Skype
- Type the security code you got in the email from Skype into the box and then tap **Next**

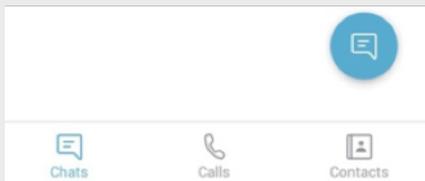
6



Adding your phone number

- Skype needs to verify your phone number to protect you in case someone else tries to access your account
- Type your phone number and then tap **Next**

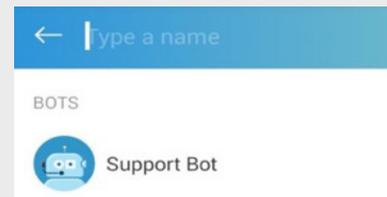
7



Start a chat

- Skype lets you send messages to your friends that also have Skype
- Tap the **Chats** icon at the bottom left of your screen. Then, tap the blue **New chat** button at the bottom right of the screen.

8

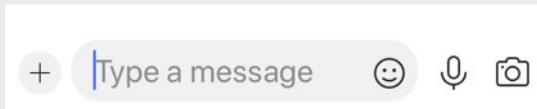


Select a contact

- Skype will show you everyone in your device's contact list who also has Skype
- Choose a friend to send a message to by tapping on their name

Skype

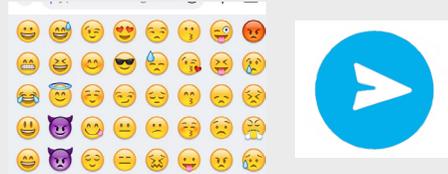
9



Send a message

- Tap inside the **Type a message box** and type "Hello"
- Don't tap send yet

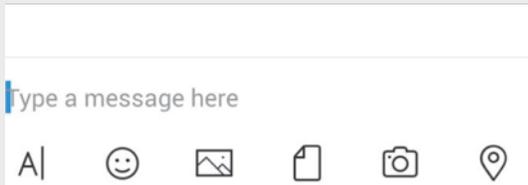
10



Emoji

- Emojis are small images that express an emotion or idea
- You can see all the emojis by tapping the smiley face button on the right side of your message
- Choose an emoji to add to your message
- To send your message, tap **send**. It will look like a blue paper airplane.

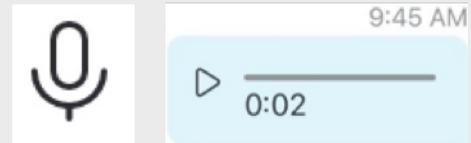
11



Send an attachment

- You can also send an attachment in a message. An attachment can be a picture, video, or text document.
- If you want to send a picture, tap on the **photo** icon at the bottom of the screen
- If you want to take a photo or video to send, tap the **camera** icon
- You can send a document by tapping the **paper** icon

12

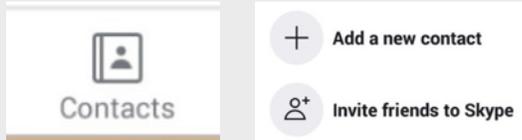


Send a voice message

- You can also send a voice message
- To record a voice message, tap the **microphone** button. When you're done, tap the **send** button
- You can listen to the voice message you just sent by tapping the **play** button

Skype

13



Contacts

- If you want to see your contacts list, tap the **Contacts** button at the bottom right of your screen
- Skype will show you who else from your device's contacts list also has Skype
- If you want to add new contacts, tap **Add a new contact** at the top right of your screen. You'll be able to add them to your Skype contacts list by typing their phone number or Skype username.

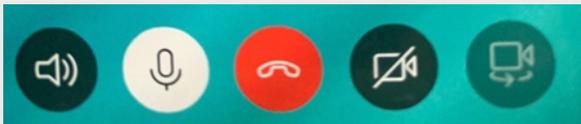
14



Make a phone call

- You can also use Skype to call other people that have Skype
- Calls are done through the internet. That means that if you're not connected to wifi, Skype will use data from your mobile plan and that can get expensive.
- Tap on a contact from your contacts list. To make a phone call, tap the **Phone** button at the top right of your screen.

15



During a phone call

- You can mute yourself by tapping the **microphone** button at the bottom of the screen. This is useful if you don't want the person on the call to hear something, like background noise.
- To unmute yourself, tap the **microphone** button again
- When you're ready to end the video call, tap the red **hang up** button

16



Make a video call

- You can also make a video call. Skype will use your device's front camera so that the person you're talking to can also see you.
- You can make a video call by tapping on the **video camera** button at the top of the screen

Skype

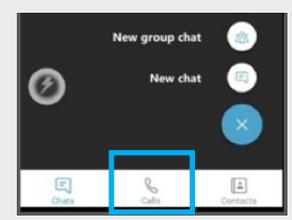
17



During a video call

- You can turn off your video by tapping the **video camera** button at the bottom of the screen
- You can turn your video back on by tapping the **video camera** button again
- When you're ready to end the video call, tap the red **hang up** button

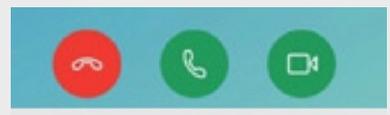
18



Start a group call

- If you want to talk with more than one person at once, you'll need to start a group call
- Tap on the Chat button at the bottom of your screen, and then tap **New group chat**
- Then tap on the names of the people you want to add to your group. Now make a voice or video call to all of them, by tapping the **phone or video camera** buttons.

19



Receiving a call

- If you get a phone or video call through Skype, you can answer it by tapping the green phone or video camera button. You'll tap the **phone** button if you want to answer with your voice only, and you'll tap the **video camera** button if you want to answer with your voice and video.
- When someone calls you, it might not look exactly like this picture. It will look a bit different on every device.

20



Notifications

- When you get a Skype message or if you miss a call, you'll get a notification on your device
- On some devices, you'll see a number on the top right of the Skype icon in your phone's home screen or app launcher. This number tells you how many messages or missed calls you have. On other devices, you'll get a notification in the notification bar at the top of the screen.