

## Computer Tip Sheet

H:\My Documents\AAMangoData1\TipSheets2004\2005 Edited TipSheets\Print\MiscProgs\Skype\SkypeOut.doc

### Skype Out Low Cost International Calls

***SkypeOut: Allows you to use your computer to call land lines and mobiles, anywhere in the world at a greatly reduced rate.***

Skype (computer to computer) allows you to make calls from your computer to another Skype user's computer. The calls are made over the internet and are free (you will, of course, pay for any internet time and download charge your internet service provider charges. Not an extra charge, but the same charge you pay for surfing the web).

Preparing to use SkypeOut

- Download Skype to your computer
  - Get on the internet
  - Go to [www.mangocomp.com/skype.htm](http://www.mangocomp.com/skype.htm)
  - Click "Click Here To Learn about and download Skype" (its located in about the middle of the page)
  - A new page will open
  - Download Skype
  - Follow the links to Download Skype
  - The page layout often changes so you will have to look around for the download link
  - Follow the instructions.

***Once you have Skype downloaded you are ready to make Computer to Computer calls. To call from your computer to a landline or mobile phone (SkypeOut) you have to purchase Skype Credits***

**SkypeOut (allows you to call landlines and mobile phones from your computer)**

To do this you have to purchase Skype Credits

- Open Skype
- Click Account
- Click Buy Skype Credits
  - This will open your Skype Account.
- Follow the prompts to buy Skype Credits
- Once you have purchased credits you will be able to call landlines and mobile phones from your computer.

*Using SkypeOut to call a landline (as of 6 July 2007 the cost to call an Australian land line from any location is AU\$ 0.027 cents per minute or 27 cents for a 10 minute call. To call an Australian mobile is AU\$ 0.264 per minute or \$2.64 for a 10 minute call)*

Landline = Regular phone

***Mango Computer Tuition***

**07 3820 8822**

Updated 6/07/2007

© larry walker all rights reserved

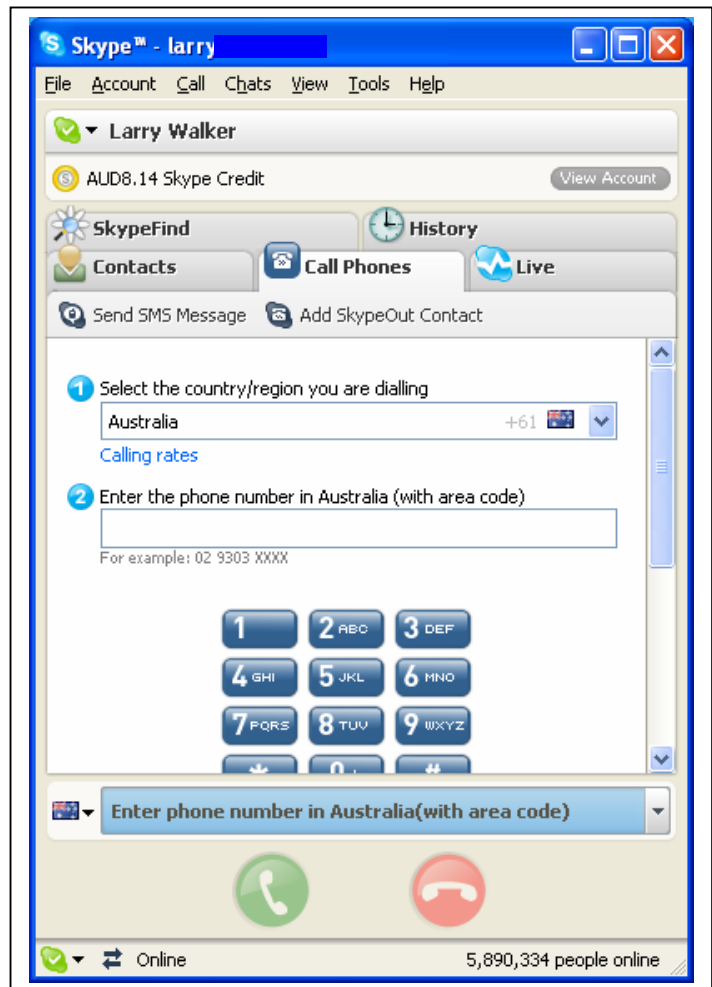
Page 1 of 3

## Computer Tip Sheet

### Now Lets Make a Call

- Open Skype
- Click the “Call Phones Tab”
- Select the country you are calling
- Enter the telephone number you want to call. Include the area code, but the country code will be added automatically
- Click the Green Phone Button
- Make your call.
- When done click the Red Phone button on the bottom.

*If there is a number you call often you can create a Skype Contact. This allows you to place your call with a couple of mouse clicks. On the next page we will create a Skype Contact*



**(Please Turn Page)**

*Mango Computer Tuition*

07 3820 8822

Updated 6/07/2007

© larry walker all rights reserved

Page 2 of 3

## Computer Tip Sheet

### Create a Contact

- Click the “Contacts” tab
- Click “Add Contact”
- The Add a contact window will open
- Click Add an ordinary phone number as a SkypeOut Contact
- Type in a name for your contact
- Click The Flag to select the country
- Type in phone number with area code (Country code is added automatically)
- Click Add to SkypeOut Contact
- The contact will be added to your contact list

### Calling your new contact

- Open Skype, if not already open
- Click the “Contacts” tab
- Click the contact you want to call
- Click the Green Phone Button
- Your call will be connected
- When your call is completed Click the Red Phone Button to hang up



**This Tipsheet is available in video. Contact Mango Computer Tuition (07) 3820 8822 or email: [tuition@mangocomp.com](mailto:tuition@mangocomp.com) for pricing.**

*Mango Computer Tuition*

07 3820 8822

Updated 6/07/2007

© larry walker all rights reserved

Page 3 of 3