

Mac: Add a Contact

SKYPE
aligning technology with the learning model

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Objective

To demonstrate how to add a contact in Skype on a mac computer.

Instructions

1. Click the “+” button in the lower left hand corner of the Skype screen.
2. Type in the Skype username or email address.
3. Click “Search”.
4. Select the correct person from the list.
5. Click “Add contact.”
6. Click “OK” to finish or “Add More” to add another contact.