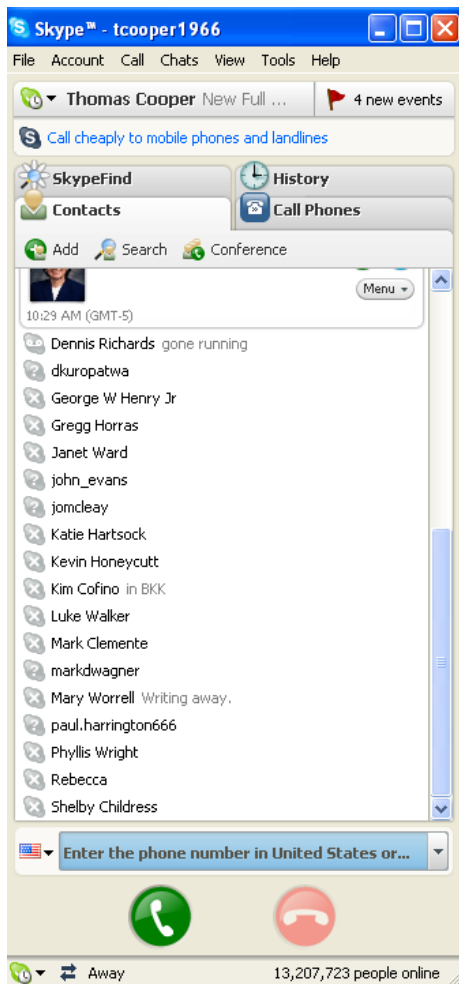
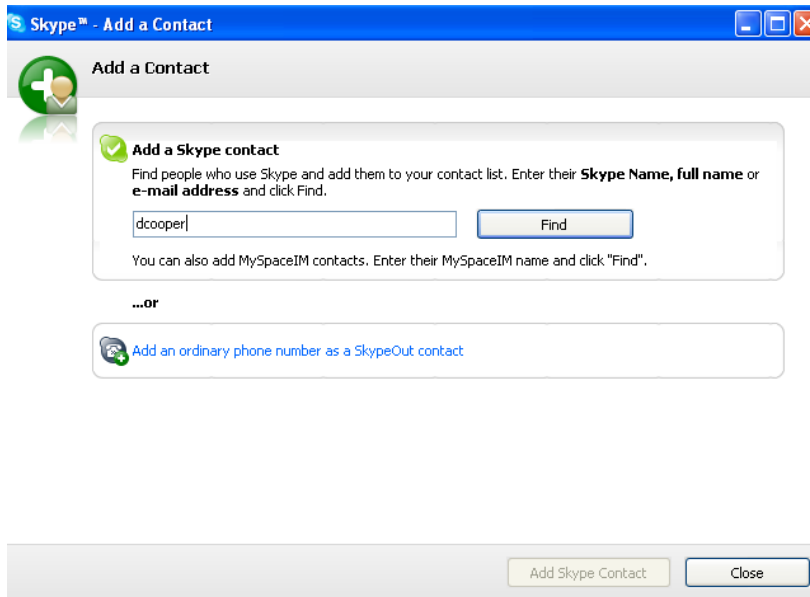


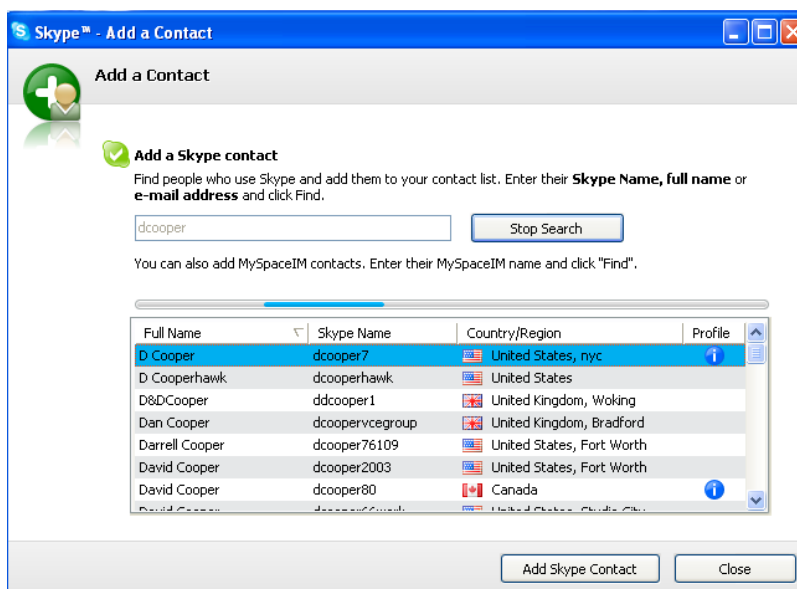
1. Open Skype if you closed it from the previous exercise.



2. Click on the "Contacts" tab near the top of the window if it is not already selected.
3. Click on "Add" to add a contact.



4. Type in the Skype ID of the person you are trying to find. If you don't know their Skype ID you can try their name and the city they live in to narrow the search.
5. Click "Find".



6. It will give you a list with people with similar names and Skype names and where they live.
7. Choose the person you want and then click on "Add Skype Contact". It will add the contact to your contact list and a box will appear asking you to type in a short message introducing yourself to that person. The next time that person log into Skype, they will see the message and can then add you to their Skype contact list.