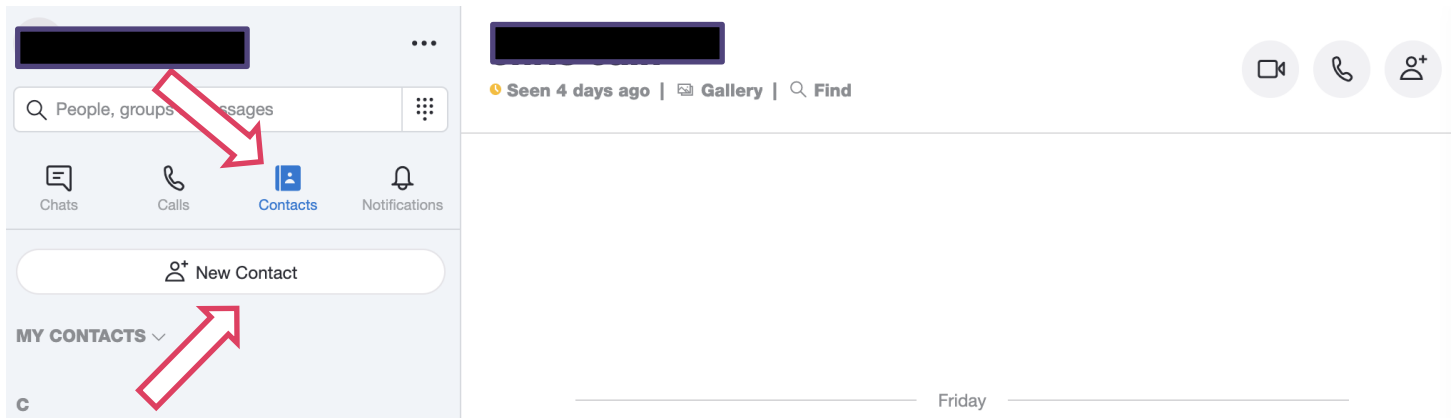
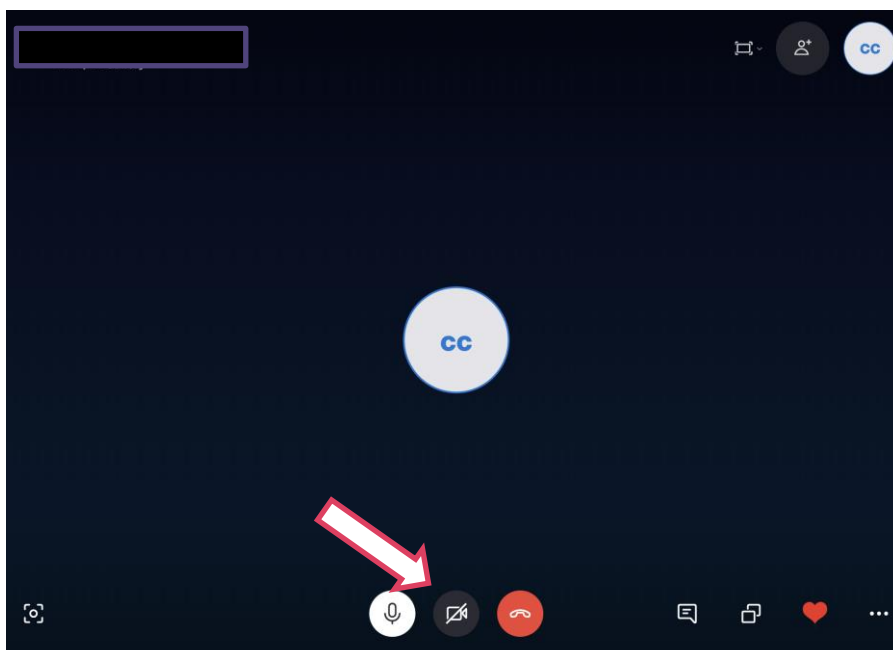


# How to use and share our digital resources on Skype

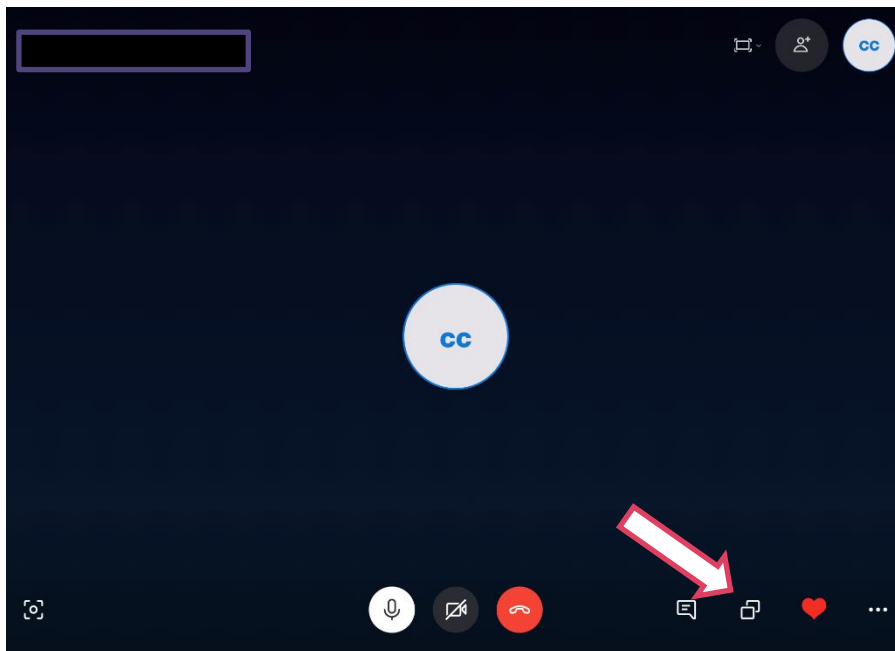
1. If you do not have skype you can download it to your desktop or mobile device here <https://www.skype.com/en/get-skype/>
2. Login or create an account
3. To add the person you would like to share with, click the contact, then new contact icons.



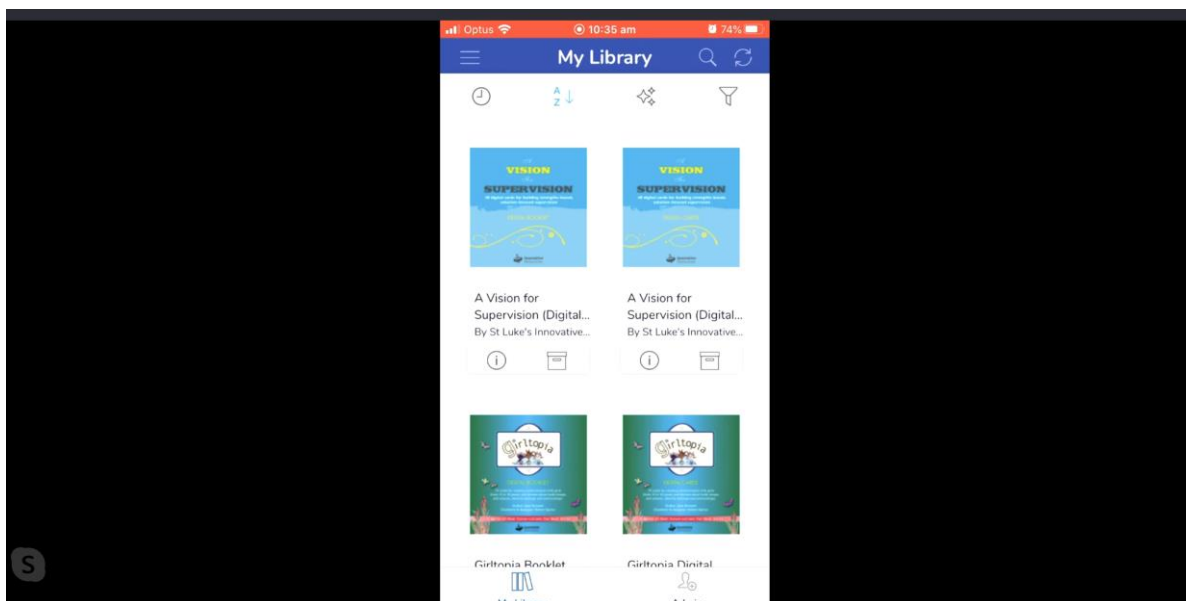
4. Add a contact by using the person's skype name, their phone number (if they included it in their setup) or email address. Once added, the person will have to confirm the request on their skype account before you can communicate.
5. Once you have started your call, make sure you have both turned your cameras on.



6. When both cameras are active, click the 'share screen' icon



7. The person who initiated the share screen option will now be able to share their computer/mobile devices screen with the other person.



8. Now any notes or drawing you make on the cards can be shown in real time with the person you are working with.

