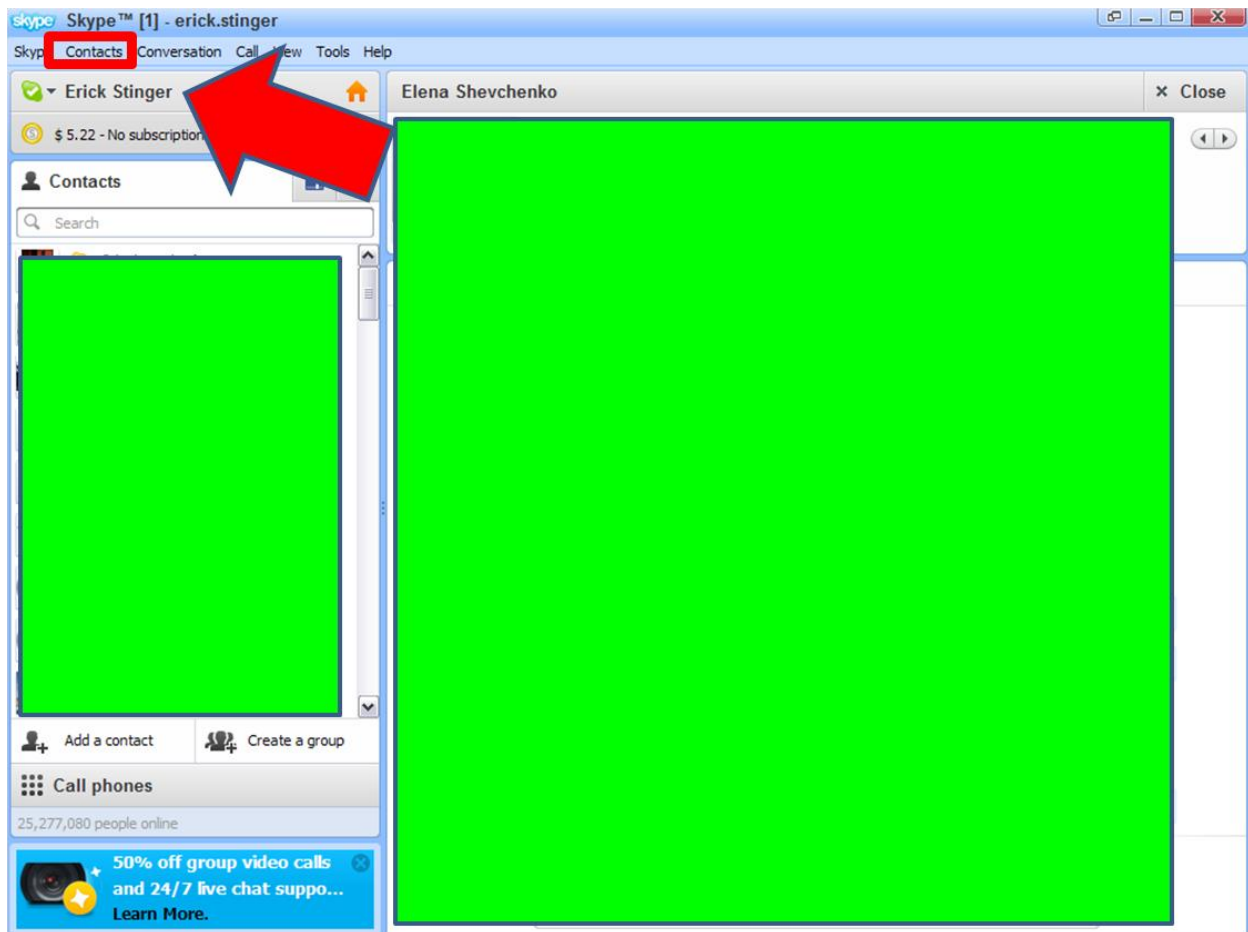
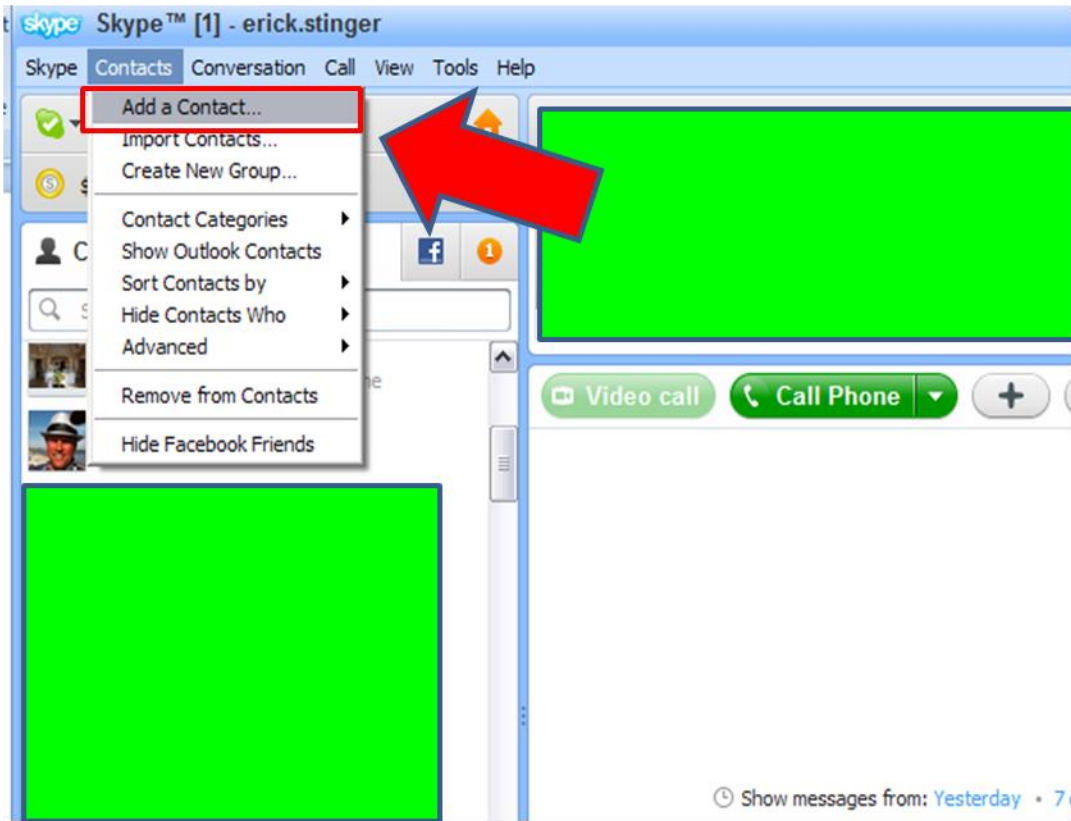


# How to add the Xooma Conference Bridge on your Skype.

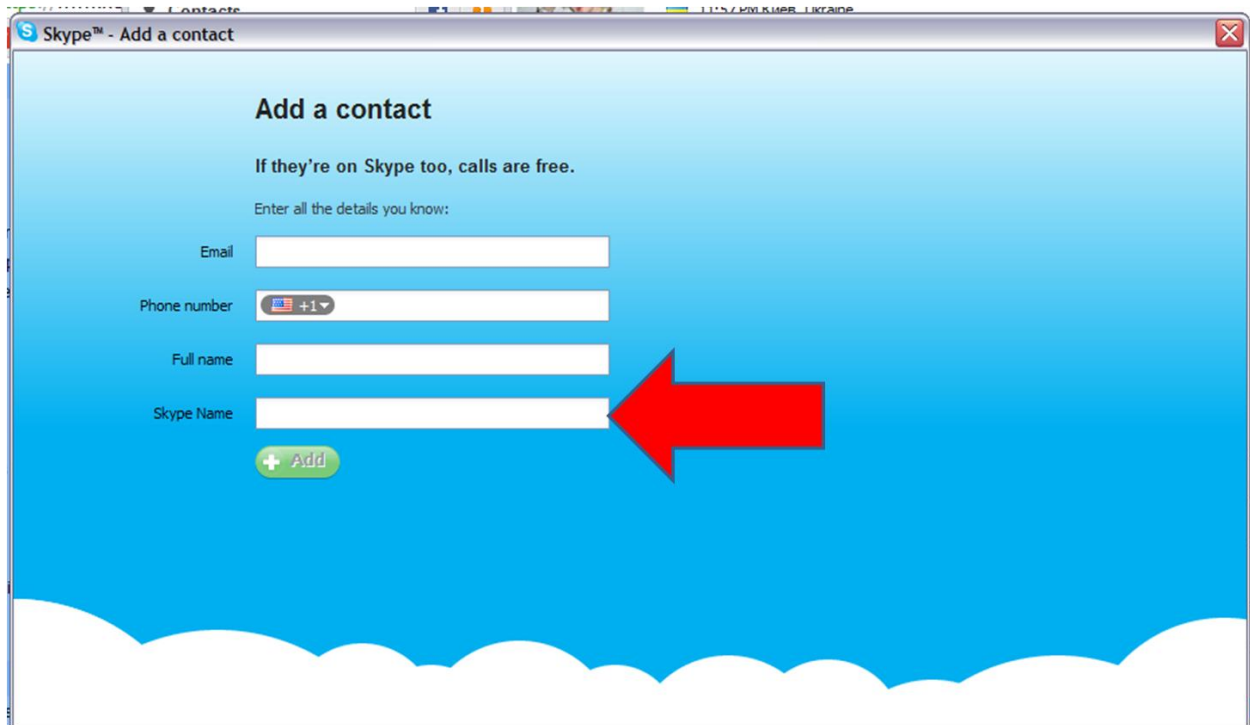
**Step 1:** In your Skype menu click on the contacts at the top of the Skype menu.



**Step 2:** Click on “Add a Contact” from the drop down list.



**Step 3:** click on the Full “Skype Name” field

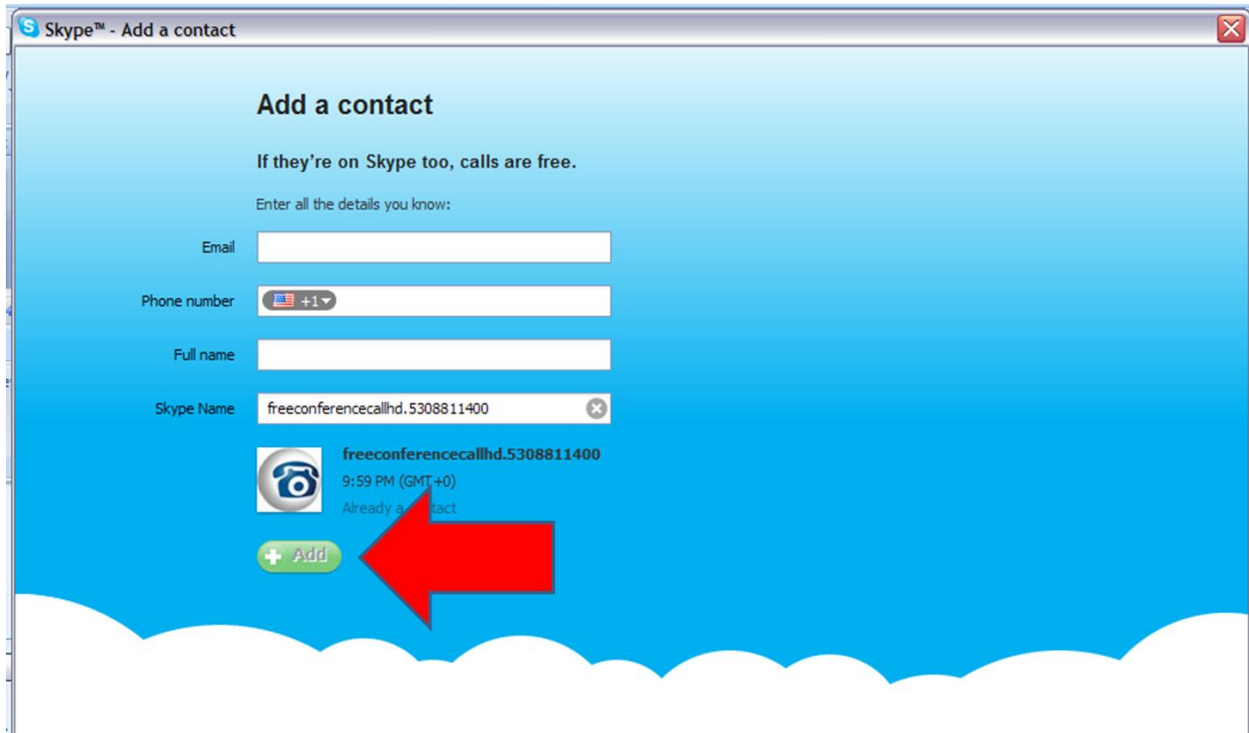


The image shows a screenshot of the Skype application window titled "Skype™ - Add a contact". The window has a blue gradient background and a white scalloped border at the bottom. The title bar includes the Skype logo and the text "Skype™ - Add a contact" on the left, and a close button (X) on the right. The main content area contains the following text and form elements:

- Add a contact** (Section Header)
- If they're on Skype too, calls are free.
- Enter all the details you know:
- Email** (Text label) followed by a white text input field.
- Phone number** (Text label) followed by a dropdown menu showing a US flag and "+1" and a white text input field.
- Full name** (Text label) followed by a white text input field.
- Skype Name** (Text label) followed by a white text input field. A large red arrow points to this field from the right.
- A green button with a white plus sign and the text "Add" is located below the input fields.

**Step 4:** Type in “ freeconferencecallhd.5308811400 “

This will bring up the conference bridge line contact information simply click on the add button at the bottom of the add contact menu.



**Step 5:** Once you confirm the addition of the conference line you will have it as a contact in your skype contact list. And you can call direct. The call will prompt you for a participant access code you should enter: 544657.

