ITS Resource Center Home

Configuring Computer for Skype

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M-F 8 a.m. - 4 p.m.
Sa-Su Closed

To ensure a trouble-free connection, you must follow the steps in this guide before using Skype on your Mac or PC:

Mac OS X

1. Click on the **Apple icon** in the upper-left-hand corner of the screen, select "System Preferences...";
2. Select **Security and Privacy;**
3. Ensure the **Padlock** in the lower-right-hand corner is unlocked**;**
4. Select the **Firewall** tab;
5. Click the **Advanced** button;
6. Find **Skype** in the list;
7. Choose to **Block Incoming Connections** for Skype;
8. Click **OK** in the lower-right-hand corner;
9. Close **System Preferences**.

You may now use **Skype** on your computer. To return to the overview document or find out how to create a high-quality videoconference, please click here.

Windows 7

1. Click on the **Start** button and open the **Control Panel**;
2. Click **System and Security**;
3. Click **Windows Firewall**;
4. Click **Advanced Settings**, located in the left column;
5. Ensure by looking in the upper-left-hand corner of the window that you are in the **Inbound Rules** section;
6. Find **Skype** in the list (there will be multiple entries);
7. Double-click on the first entry;
8. Select "**Block the Connection**;"
9. Click **Apply**;
10. Click **OK** to return to the list--you should now see a "Do Not Enter"-style icon next to the Skype entry, which means your action worked;
11. Please do the same for the other Skype entries;
12. After you're done, close the **Firewall** settings and **Control Panel**.

You may now use **Skype** on your computer. To return to the overview document or find out how to create a high-quality videoconference, please see the links below.

Other Videoconferencing Documents

- Create a High-Quality Videoconference
- Videoconferencing for Students
- Videoconferencing for Faculty and Employees

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