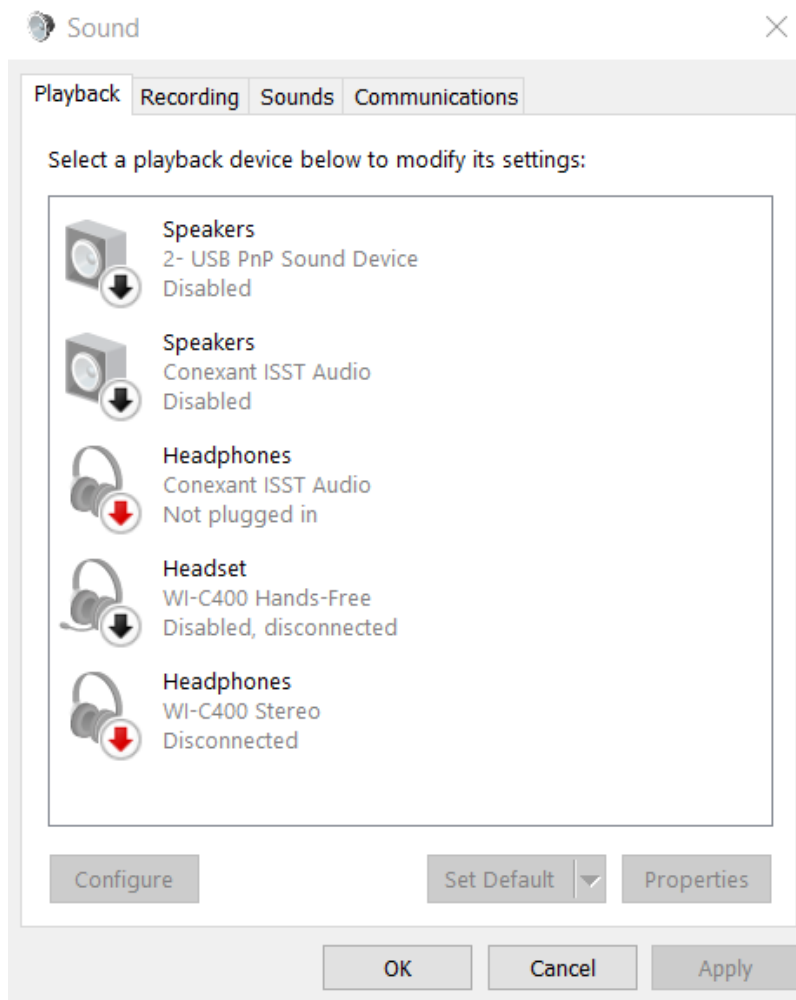


## Skype instructions for BiE session

1. Turn on Bluetooth and connect to WIC400
2. Go to Manage Audiodevices - playback
  - a. Instellingen – apparaten - geluid
3. Right click on all speakers etc and say “disable”
4. Right click on “headset” – the picture with the microphone and “disable”
5. Make sure only the headphones are “enabled”
  - a. Uitvoer/playback = hoofdtelefoon
6. Then go to recording/Invoer and enable usb grensvlak
7. Don't forget to click on “apply”!

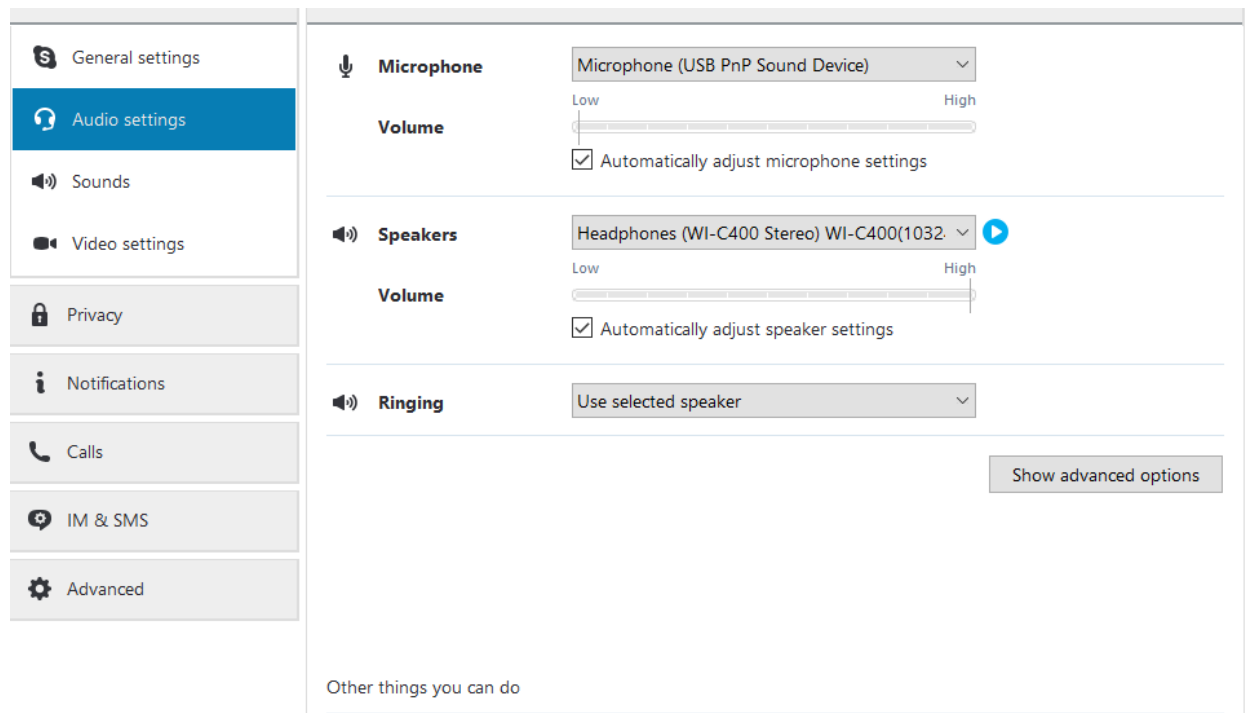


8. Open Skype and login
9. Go to “Tools” and click on “options” – on the latest Skype this is via the three dots in the top corner of where all the contacts are.
  - a. instellingen

10. Audio settings

11. Microphone (microfoon) – grensvlak via usb

12. Speaker (luidspreker) – headset via Bluetooth (pair this first – WIC400....)



13. With the usb grensvlak at a distance, do a test call with the Skype test call function. You should hear the lady's instructions via your earpiece (if not, then check the settings above again). Then tap gently on the grensvlak. After the testcall you should hear your tapping quite clearly. If this step doesn't work – scream and throw your laptop out of the window!

14. Hedel31 will contact you (ie Louise)

15. I will record the session – you should receive a download link in your skype session afterwards. You have 30 days to download the recording before it is deleted. The recording is for yourself – but you can, of course, use it in your portfolio (as long as your school has got the appropriate permission for recordings!).

16. Please remember to re-enable your audio afterwards by tracing the steps 2-7 above.