



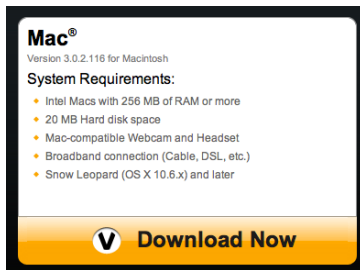
Getting Started with ooVoo

A. Download ooVoo



In your Internet browser, go to <http://www.ooVoo.com/>

Click “Get ooVoo” in the top left corner and choose the appropriate program for your PC, Mac, Android or iPhone. After choosing the correct program, click **Download Now** on the bottom of the box.



The application should automatically open a new window and it will ask you to “Open” or “Save” the file. Select “Save File” and click **OK**. A Help screen will open on your Safari browser— follow the instructions on this page in order to correctly install the program. If this window does not open, Open your browser’s Downloads window and double click on the orange ooVoo icon. If a warning dialog opens, click **Continue**. Once ooVoo downloads, drag it into your Applications folder. This will place the application in your computer.

To open ooVoo, go to “Applications” and select the ooVoo icon.



B. Create an ooVoo Account

When you open ooVoo it will ask you to login. To create an account, click **Get a new ooVoo account**.

A new window will appear and it will ask you to create a name, password, and provide your email address. Enter your desired ooVoo name (it can be your real name, or any series of numbers or letters), a desired password, and the email account to which you would like the confirmation sent. Please note the use of ooVoo, and whether or not you will want to use it for personal or business usage.

When you are ready, click **Create Account**.

Your email address will be used to retrieve your password or for other ooVoo users to find you.

How do you plan to use ooVoo?

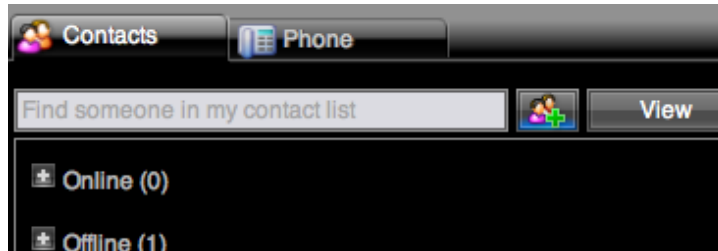
Business use only Personal use only Both personal and business

By clicking the 'Create account' button, I accept the [ooVoo End User License Agreement](#)

*If the ooVoo name you chose is not available, a message will appear to inform you. Click, **OK** and choose a different username.*

C. Add a new contact

To add a new match to your contacts, click the add button next to the search bar in your contact list.



When you find your contact by inputting their ooVoo ID, display name, or email address, a message box will appear. In the message, please let your match know that it is you contacting them.

Once added to your list, your new contact will appear in your contact list. If somebody else adds you to their contact list, you will receive a message when you open ooVoo to confirm or deny the request to be on your contact list.

D. Calling with ooVoo

You can only call another user who is online and who is in your contact list. When an account is offline there will be a grey symbol with an “X”

To call a contact, find the user you want to call in your list of contacts and click on their name once. This will open the calling options for this contact.

To begin the call, click on the telephone symbol in the bottom middle of the screen that indicates “Start ooVoo Video Call”. ooVoo will open a new window and begin calling the contact you want reach. Please see the [instructional ooVoo video](#) that the ooVoo website provides as a great tutorial.

When the user answers your call, the call will automatically start as a video chat with two screens adjacent to each other. To end the call, click on the red “Hang Up” button at the bottom of the window.

