Skype Connect™
Quick Start Guide

This guide shows you how to set up and use Skype Connect™. Skype Connect provides connectivity between your business and the Skype community.

Before you get started you will need

- An internet connection with a public IP address
- A SIP-enabled PBX or UC system
- The ability to configure a new SIP provider
- An accepted payment method

1. Set up Skype Manager™
   1. Go to:
      [skype.com/go/skype.manager.setup](skype.com/go/skype.manager.setup)
     
     ![Set up Skype Manager](image)
     
     Set up Skype Manager
     
     Do you already have a Skype account?
     Yes, I have a Skype account
     No, I don't have a Skype account
     
     Please sign in with your Skype name and password.
     Your password will be used to configure your Skype manager.
     
     Username: [username]
     Password: [password]
     
     Sign in

   2. Follow the on-screen instructions to set up your Skype Manager.

     - The account you use to set up your Skype Manager will be used to administer Skype products throughout your business. We therefore strongly recommend you create a new Skype account for your Skype Manager.

     For more information on how to set up your Skype Manager, please see the Skype Manager User Guide.

2. Create your SIP Profile
   - SIP Profiles let you manage how you use your SIP-enabled PBX or gateway with Skype.
   1. Sign in to Skype Manager and click Features in the toolbar.
   2. In the menu on the left, click Skype Connect.
   3. Click Set up a SIP Profile.

     ![Create a SIP profile](image)

     Create a SIP profile
     
     Choose a profile name
     Profile name: [profile_name]
     
     Next

   4. Enter a name for your new SIP Profile and click Next.

   5. Enter the number of Skype Connect channels you require.
1. Click **View profile** next to the name of the profile, and then click **Authentication details**.

For more information on how to configure your PBX, please see your PBX’s support documentation.

If you don’t want to make outgoing calls with Skype Connect, **go to step 6**.

### Allocate Skype Credit to your SIP Profile

- Skype Credit allocated to a SIP Profile is used to pay for your outgoing calls.

**1.** Click **View profile** next to the name of the profile.

**2.** Click **Set up outgoing calls**.

**3.** Enter the amount of Skype Credit you want to add to the profile and click **Add credit**.

**4.** Allocate Skype Credit to your SIP Profile

**5.** Click **Save changes**.

### Configure your SIP-enabled PBX

- Enter your SIP Profile’s credentials, then configure your SIP-enabled PBX for calling. For a reminder of your SIP Profile’s credentials, click **View profile**

### Make a test outgoing call

- Call +1760 660 4690 to test your audio
quality and connectivity. It’s Skype’s echo test Online Number. Calls to this number are free and you don’t need to have Skype Credit on your SIP Profile to call this number.

If you want to receive incoming calls with Skype Connect, go to step 6. If not, you have now successfully set up Skype Connect to make outgoing calls.

For more information on creating new business Skype accounts for your SIP Profile, please see the Skype Connect User Guide.

Add an Online Number to your SIP Profile

You can receive incoming calls on your SIP Profile using Online Numbers. When someone calls your Online Number, the calls get forwarded to your SIP Profile.

1. Click View profile next to the name of the profile.
2. Click Add a number or business account.
3. To add an already purchased Online Number to your SIP Profile, select the number from the drop-down list displayed and click Allocate number.

To buy a new Online Number for your SIP Profile, click Buy a new number and follow the on-screen instructions.

For more information on buying Online Numbers for your SIP Profile, please see the Skype Connect User Guide.

Make a test incoming call

Call the business account added to the SIP Profile from Skype or call the Online Number added to the SIP Profile from a mobile or landline.

You have now successfully set up Skype Connect.
Important information about your PBX configuration

- Skype Connect needs to authenticate your requests against the generated SIP username and password that was made when you created your SIP Profile. In your PBX’s configuration, ensure you have the following:
  - SIP registrations and authentication using the SIP username and password provided when you created your SIP Profile.
  - If you are making outgoing calls, ensure that your SIP user name is in the From field in the SIP message (i.e. 990500000231@sip.skype.com).

- It’s possible that a SIP-enabled PBX with an incorrect configuration can operate successfully within the business’s telephone system, yet will experience problems with start up and usage if the credentials are not correct and the SIP username is not the From header for outgoing calls.

- Calls to the following US prefixes are not included within US minute bundles. Calls to these US prefixes will be charged at Skype’s standard calling rates: 218632xxxx, 605475xxxx, 605477xxxx, 605562xxxx, 641213xxxx, 641235xxxx, 641237xxxx, 641282xxxx, 641264xxxx, 641308xxxx, 641309xxxx, 641398xxxx, 64140xxxx, 641453xxxx, 641509xxxx, 641551xxxx, 641570xxxx, 641608xxxx, 641612xxxx, 641654xxxx, 641665xxxx, 641696xxxx, 641749xxxx, 641795xxxx, 641826xxxx, 641827xxxx, 641865xxxx, 641962xxxx, 641982xxxx, 641983xxxx, 641985xxxx, 641992xxxx, 760569xxxx, 951262xxxx, 6057154xxxx, 6413152xxxx, 6413155xxxx, 6413158xxxx, 6415525xxxx, 6417102xxxx, 6417105xxxx, 6417108xxxx, 641713xxxx, 6417135xxxx, 6417150xxxx, 6417153xxxx, 6418162xxxx, 6418163xxxx, 6418164xxxx, 6418165xxxx, 6418168xxxx, 7122276xxxx, 7124396xxxx, 7124510xxxx, 7124511xxxx, 7124512xxxx, 7124513xxxx, 7124514xxxx, 7124515xxxx, 7124516xxxx, 7124517xxxx, 7124720xxxx, 7124756xxxx, 7125416xxxx, 7125466xxxx, 7127256xxxx, 7127266xxxx, 7127279xxxx, 218237xxxx, 218339xxxx, 218486xxxx, 218548xxxx, 218844xxxx, 218862xxxx, 218895xxxx, 218936xxxx, 219632xxxx, 721432xxxx, 2096471xxxx, 5595461xxxx, 7123387xxxx, 7123388xxxx, 760569xxxx, 7605691xxxx, 7605692xxxx, 7605694xxxx, 7605696xxxx, 7605697xxxx, 7605821xxxx, 8053601xxxx, 9512620xxxx, 9512621xxxx, 9512622xxxx, 9512623xxxx.

Access to a broadband Internet connection is required. Skype is not a replacement for traditional telephone service and cannot be used for emergency calling. Skype Connect is meant to complement existing traditional telephone services used with a corporate SIP-enabled PBX, not as a stand-alone solution. Skype Connect users need to ensure all calls to emergency services are terminated through traditional fixed line telephone services, connected to the local exchange, or through other emergency calling capable telephone services.