

## Vancouver Island Intergroup Overeaters Anonymous Skype Call Instructions

Welcome to VIIG Skype Meetings! VIIG has 3 Skype calls a year. If you would like to join us, please see the instructions below for getting setup.

**NOTE:** Please set up the Skype contact well in advance of the meeting date.

### **Add OAVIIG contact**

Open Skype on your computer and add OAVIIG as a contact.

- Search for the Skype Account name: OAVIIG
- Skype Account email address is: [Vancouverislandintergroup@gmail.com](mailto:Vancouverislandintergroup@gmail.com)

This will send a Contact Request message to the OAVIIG account. The VIIG Webmaster monitors that account and will accept your Contact Request so you will be ready to call into a meeting. You will receive a notice in your own Skype account when your contact request has been accepted. If you do not receive a reply in a day, please email to [vancouverislandintergroup@gmail.com](mailto:vancouverislandintergroup@gmail.com) and ask someone to accept your contact request.

If you are unable to download Skype or don't have a computer and want/need to attend this meeting, here are the alternatives:

- Mobile Skype is available for those with smart phones. The process to attend the meeting is the same: contact OAVIIG to set up the contact prior to the meeting.
- Another alternative is to go to a member's house who has a computer and has created the Skype contact to OAVIIG or is willing to set up that contact.

### **When calling into a meeting**

Please contact the VIIG Chair ([vancouverislandintergroup@gmail.com](mailto:vancouverislandintergroup@gmail.com)) when you wish to join a VIIG Skype meeting. You will need to open Skype on your computer and WAIT for the call (please do not call OAVIIG). If you have not been included in the call by 5 minutes after call start, please send a Skype message to OAVIIG and ask to be included.

If you do not already have Skype installed yet on your computer, please follow these instructions:

1. go to <https://www.skype.com/en/> and click on Download Skype button.
2. Follow instructions to download Skype.
3. If you need technical assistance, contact [Vancouverislandintergoup@gmail.com](mailto:Vancouverislandintergoup@gmail.com) and someone will help you out.