How to search in pidgin for University users

Please note: these instructions require that pidgin is connected to the University IM Jabber. If you currently do not have a connection you will need to first follow our instructions on connecting to Jabber.

http://www.bath.ac.uk/bucs/tools/wikisandblogs/PidginSetup.html

1. Select Accounts
2. Hover over your University account details and then click on search for users

3. Make sure the text field says search.bath.ac.uk then click the button Search Directory.
4. Enter the **Name Email or Username** of the person you want to search for

![User Search](image)

5. Select from the list that appears the name of the person you were searching for and then click **add**

![Search Results](image)
6. Click the **arrow** at the end of the **Add buddy to group** list box select **Buddies**

7. Click **Add**

**Please note:** you can only add people searched for to the Buddies group. If you want to give your group a name other than this you must create it in group manager and then request at the service desk for it to be added.