



Cisco WebEx Meeting (PC)

Introduction Cisco WebEx Meeting (PC)

The following guide will enable you to easily and quickly see the process of joining a Web Conference Meeting through the Cisco WebEx application. Carefully follow all the steps described in the guide and you will be able to attend any WebEx Conference

Joining the Meeting

In the e-mail we received for WebEx Meeting, click on the link.



OTE Academy invites you to join this Webex meeting.

Meeting number (access code): 126 711 0756

Meeting password: CaYTQA9d79u

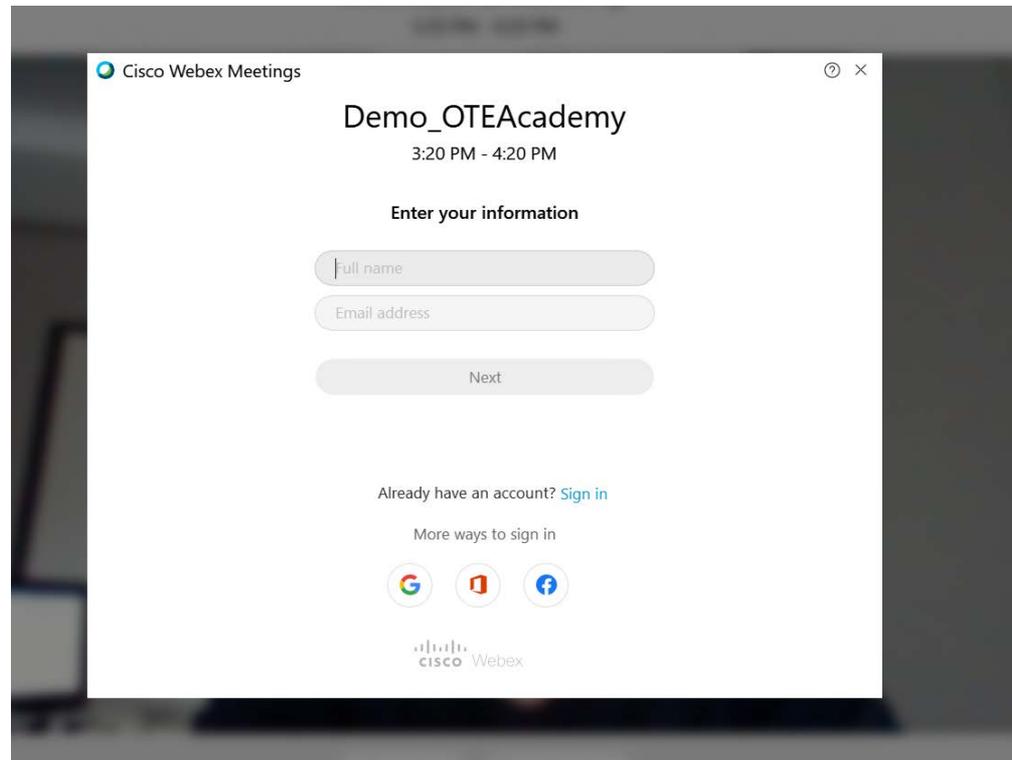
Monday, September 14, 2020

3:20 pm | (UTC+03:00) Athens, Bucharest | 1 hr

[Join meeting](#)

Joining the Meeting

In this window fill in the required information and press the button "Next"

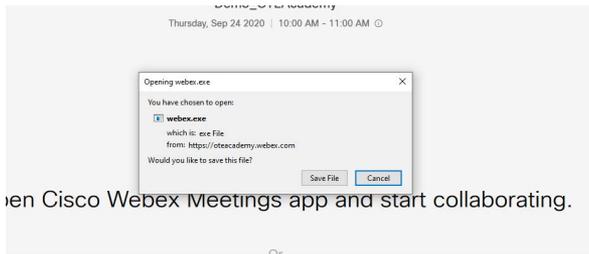


The screenshot shows a window titled "Cisco Webex Meetings" with a close button in the top right corner. The meeting title is "Demo_OTEAcademy" and the time is "3:20 PM - 4:20 PM". Below this, the text "Enter your information" is displayed. There are three input fields: "Full name", "Email address", and a "Next" button. At the bottom, there is a link "Already have an account? Sign in" and "More ways to sign in" with icons for Google, Microsoft, and Facebook. The Cisco Webex logo is at the very bottom.

Joining the Meeting

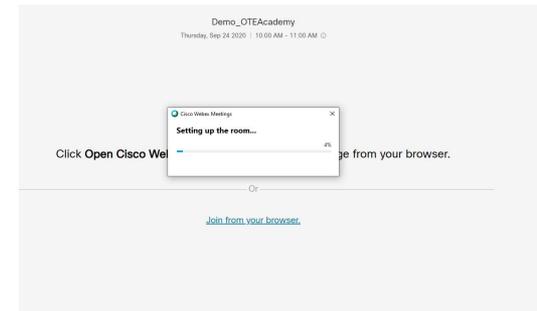
If you are using the WebEx application for the first time, the WebEx Meetings App should be installed (*chrome recommended*).

Firefox

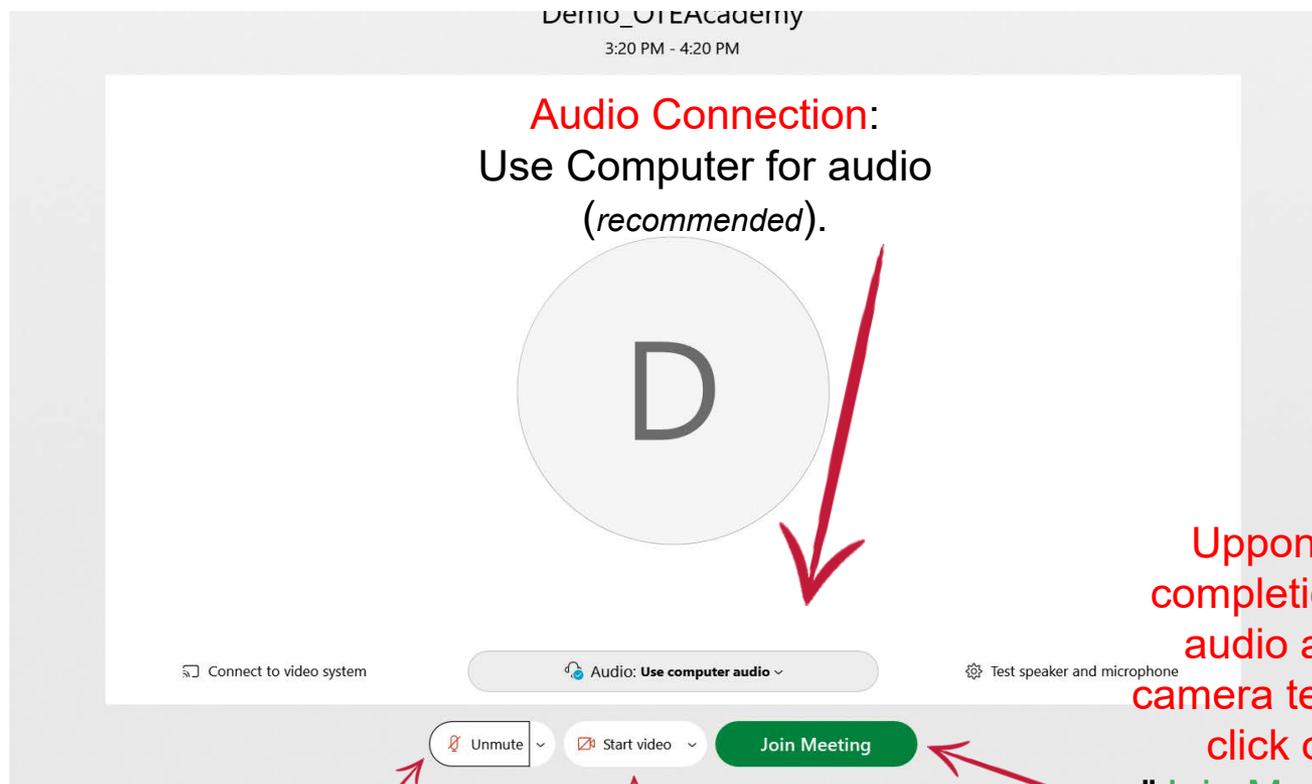


Open Cisco Webex Meetings app and start collaborating.

Chrome



Joining the Meeting



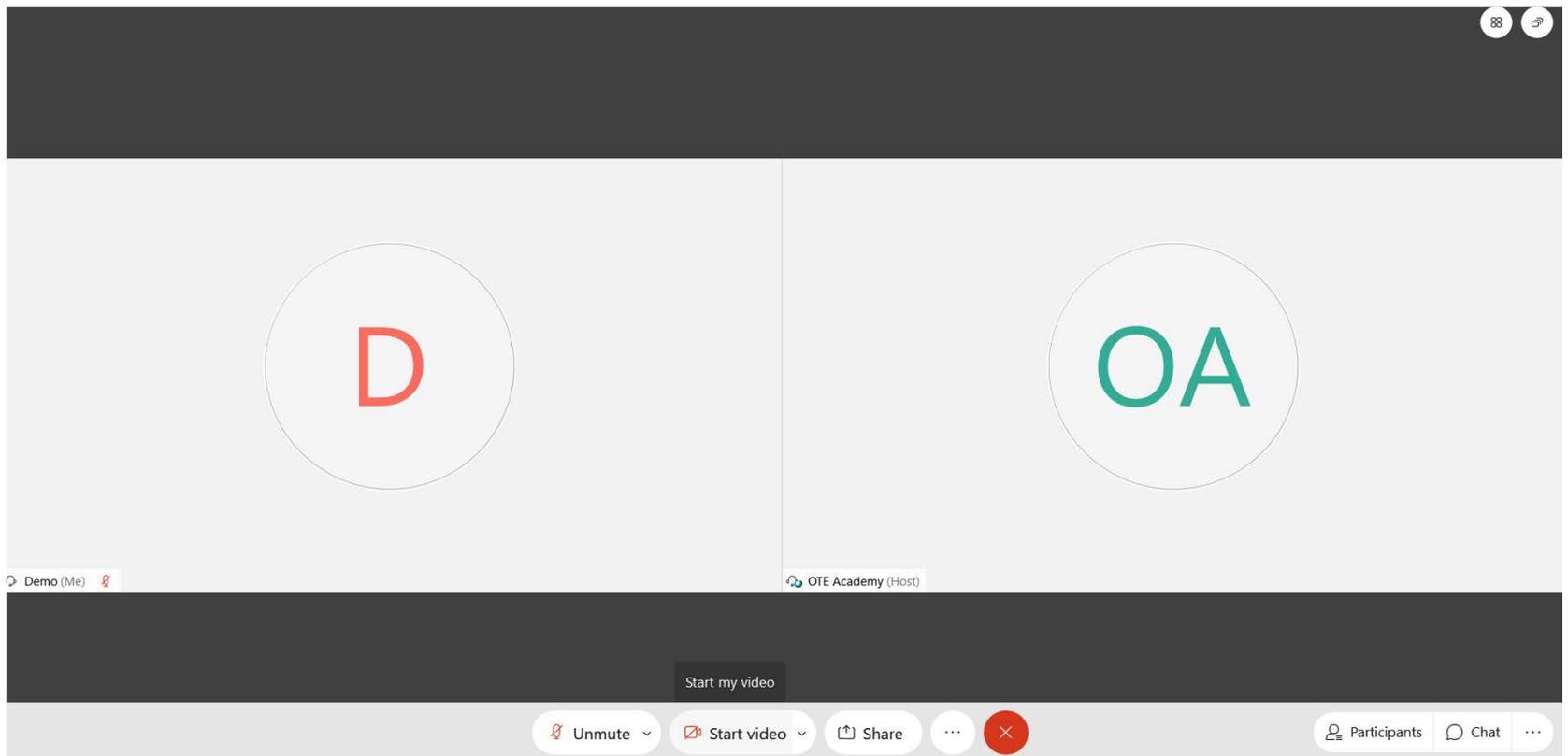
Upon completion of audio and camera testing, click on "Join Meeting"

microphone: mute/unmute

Click on "Start Video" to enable/disable your camera.

Joining the Meeting

You have successfully connected to WebEx Meeting

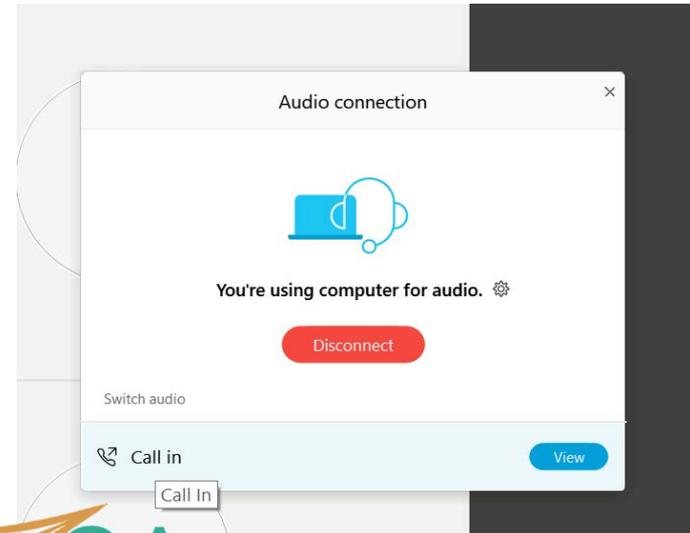
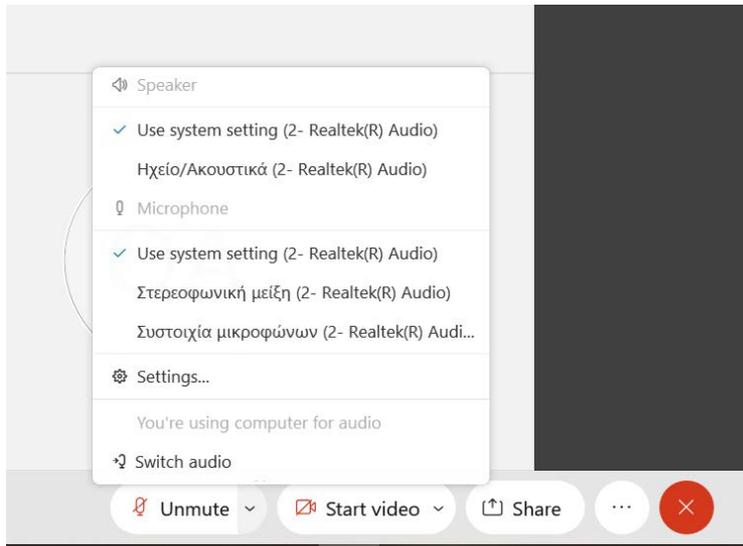


Audio Settings

The screenshot displays a Zoom meeting window. At the top, a menu bar includes 'File', 'Edit', 'Share', 'View', 'Audio & Video', 'Participant', 'Meeting', and 'Help'. The main area is split into two video thumbnails: the top one shows a red letter 'D' and is labeled 'Demo (Me)', while the bottom one shows green letters 'OA' and is labeled 'OTE Academy (Host)'. A 'Start my video' button is positioned between the thumbnails. The bottom toolbar contains 'Unmute', 'Start video', 'Share', a red 'X' button, and 'Participants', 'Chat', and a three-dot menu. On the right side, a 'Participants (2)' panel is open, featuring a search bar and a list of participants: 'Demo Me' and 'OTE Academy Host'. An orange arrow points from the text below to the 'Participants' button in the toolbar.

Participants: List of participants in this session.

Switch Audio



Switch audio to "Call in"

