

Guidance to join from Google Chrome Web Browser (PC or Mac):

Step 1: Click on provided URL (Note: If you click before the scheduled start, you may not be able to proceed)
The format will be of the form <https://xxx.webex.com/xxx/onstage/g.php?MTID=xxxx>
Event Password will also be provided

Step 2: Enter First Name, Last Name, Email Address, and Event Password (provided) and click either “Join Now” or “Join by browser”

Join Event Now

To join this event, provide the following information.

First name:

Last name:

Email address:

Event password:

Remember me on this computer
[\(Clear my information\)](#)

I would like to take a free WebEx trial (email required).

Join Now

[Join by browser](#) **NEW!**

Step 3: On next screen, confirm your Email Address, and enter your Affiliation and Mobile Number and click Submit
Please complete this form to register for the event. An asterisk (*) indicates required information.

Please answer the following questions.

* **First name:**

* **Email address:**

* **Confirm email address:**

* **Affiliation:**

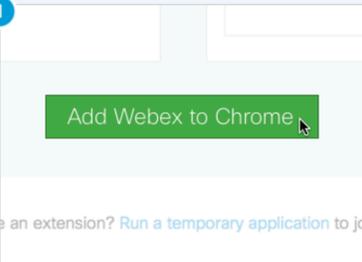
* **Mobile Number:**

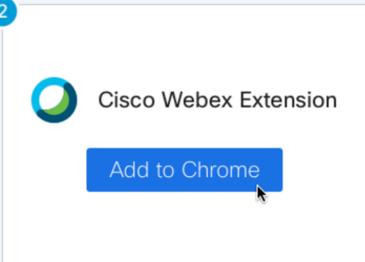
Remember me on this computer
[\(Clear my information\)](#)

Step 4: You may be prompted to add WebEx to your browser – follow the instructions if provided

Step 1 of 2: Add Webex to Chrome

Follow this one-time process to join all Webex meetings quickly.

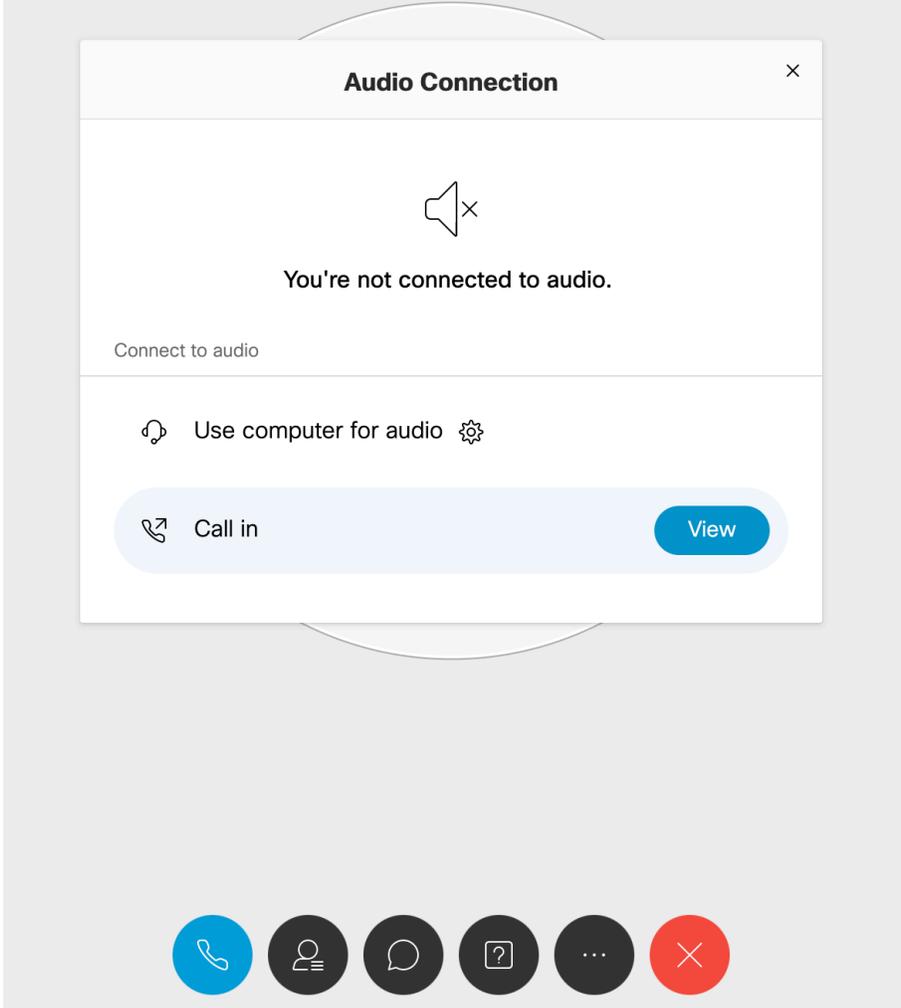
- 

Select **Add Webex to Chrome**.
- 

Select **Add to Chrome** in the Chrome store.

Add Webex to Chrome

Step 5: Once your client or browser window has loaded, click the Telephone icon to see your audio options:



Audio Connection ×



You're not connected to audio.

Connect to audio

 Use computer for audio 

 Call in View

Step 6: If you select “Dial In” you will need to follow the instructions and use the Access Code and Attendee ID to be identified to the system:

Call in ×

1. Call

Call-in toll-free number (US/Canada)
1-866.

Call-in toll number (US/Canada)
1-408

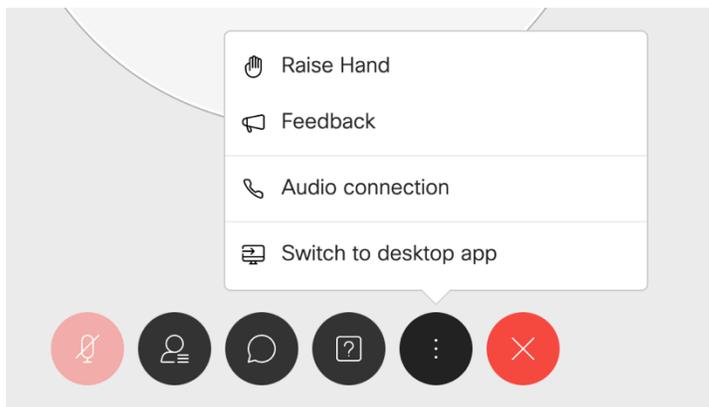
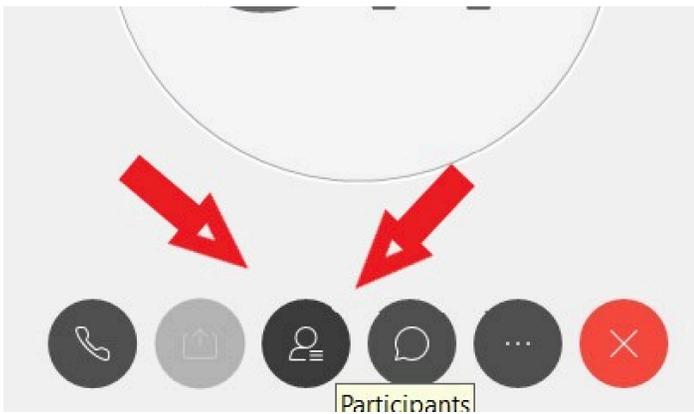
[Show all global call-in numbers](#)

2. Enter

Access code 2 #

Attendee ID 5 #

Step 7: To enter the queue for each round of questioning, you will need to select either the (...) icon or the  icon, depending on your computer, and then click “Raise Hand” – if you need to withdraw your question, you may use the same procedure to “Lower Hand” at any time



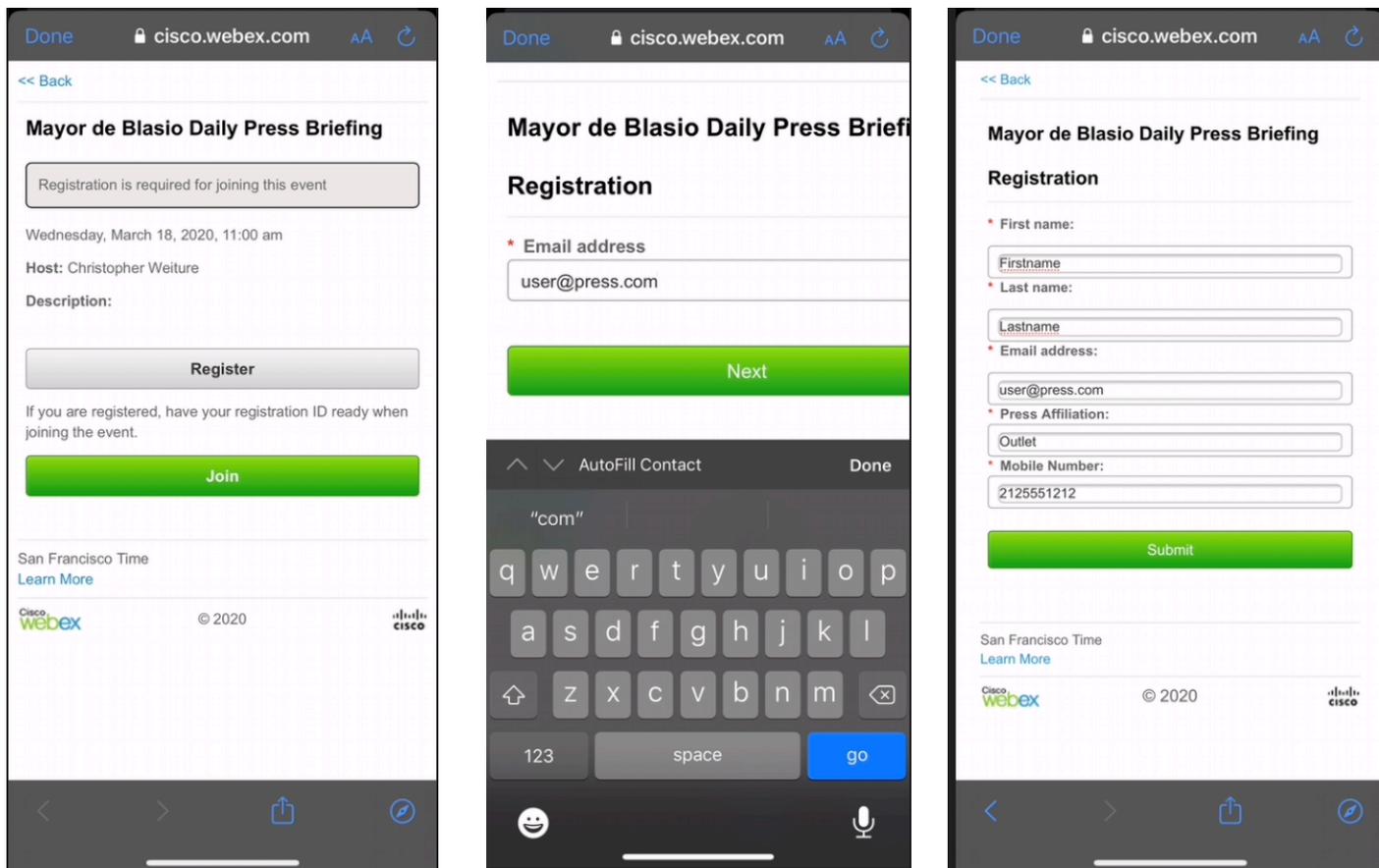
Guidance to join from Mobile Device (iPhone or Android):

Step 1: Download the appropriate app depending on your device

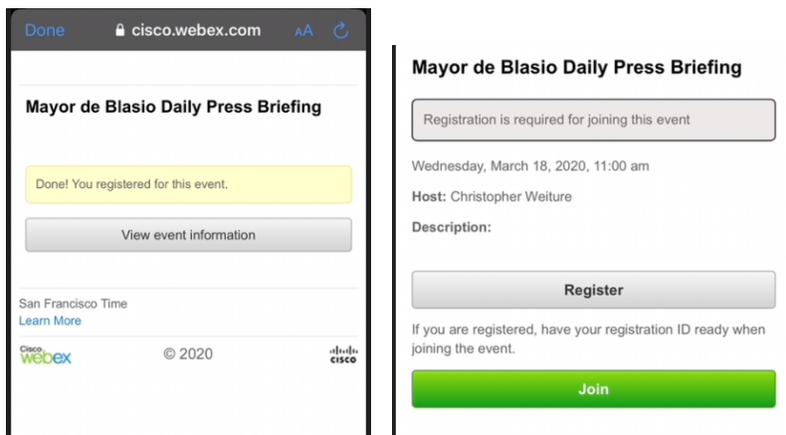
- <https://apps.apple.com/us/app/cisco-webex-meetings/id298844386>
- https://play.google.com/store/apps/details?id=com.cisco.webex.meetings&hl=en_US

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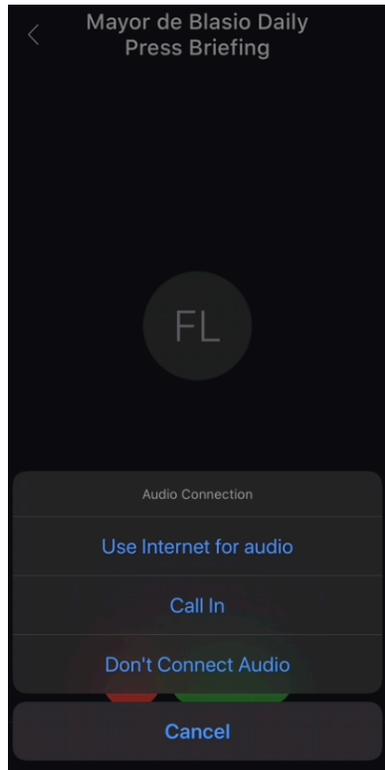
Step 3: Follow the prompts to register for the event:



Step 4: Click “View Event Information” and then click “Join the Event”:



Step 5: Chose whether to “Use Internet for Audio” or “Call In” – your choice will depend on the quality of your internet connection vs your ability to make phone calls from your location. Using the Internet provides higher quality audio but does require a reliable network connection



Step 6: If you select “Call In”, you will need to use the telephone number, Access Code, and Attendee ID number provided. Depending on your mobile device, you may be able to connect your phone by clicking on the blue-highlighted telephone numbers, or you may need to enter these codes when prompted. It is suggested that you write these numbers down separately for use while dialing:

Cancel	Call In
Call-in toll-free number	+1-866-4 [input]
Call-in toll number	+1-408- [input]
Global Call-in numbers	>
Access code	2 [input]
Attendee ID	69 [input]

Step 7: To enter the queue for each round of questioning, you will need to select the  icon from inside the upper right corner of the WebEx app, and then click “Raise Hand” from the bottom right hand corner. If you wish to withdraw your question, you may use the same steps to “Lower Hand” at any time

