



WebEx Instructions



Instructions for **SCHEDULING** a WebEx Meeting

INCLUDES

- Schedule a meeting
- Edit a meeting
- Cancel a meeting

VIEWING

- As a Presentation
 - Click box above
- As a Hard Copy
 - Print pages 4-16

Instructions for **HOSTING** a WebEx Meeting

INCLUDES

- Starting the meeting
- Sharing your screen
- Managing the meeting/audio
- Changing roles

VIEWING

- As a Presentation
 - Click box above
- As a Hard Copy
 - Print pages 18-38

Instructions for **ATTENDING** a WebEx Meeting

INCLUDES

- Signing in to the meeting
- Courtesy protocols

VIEWING

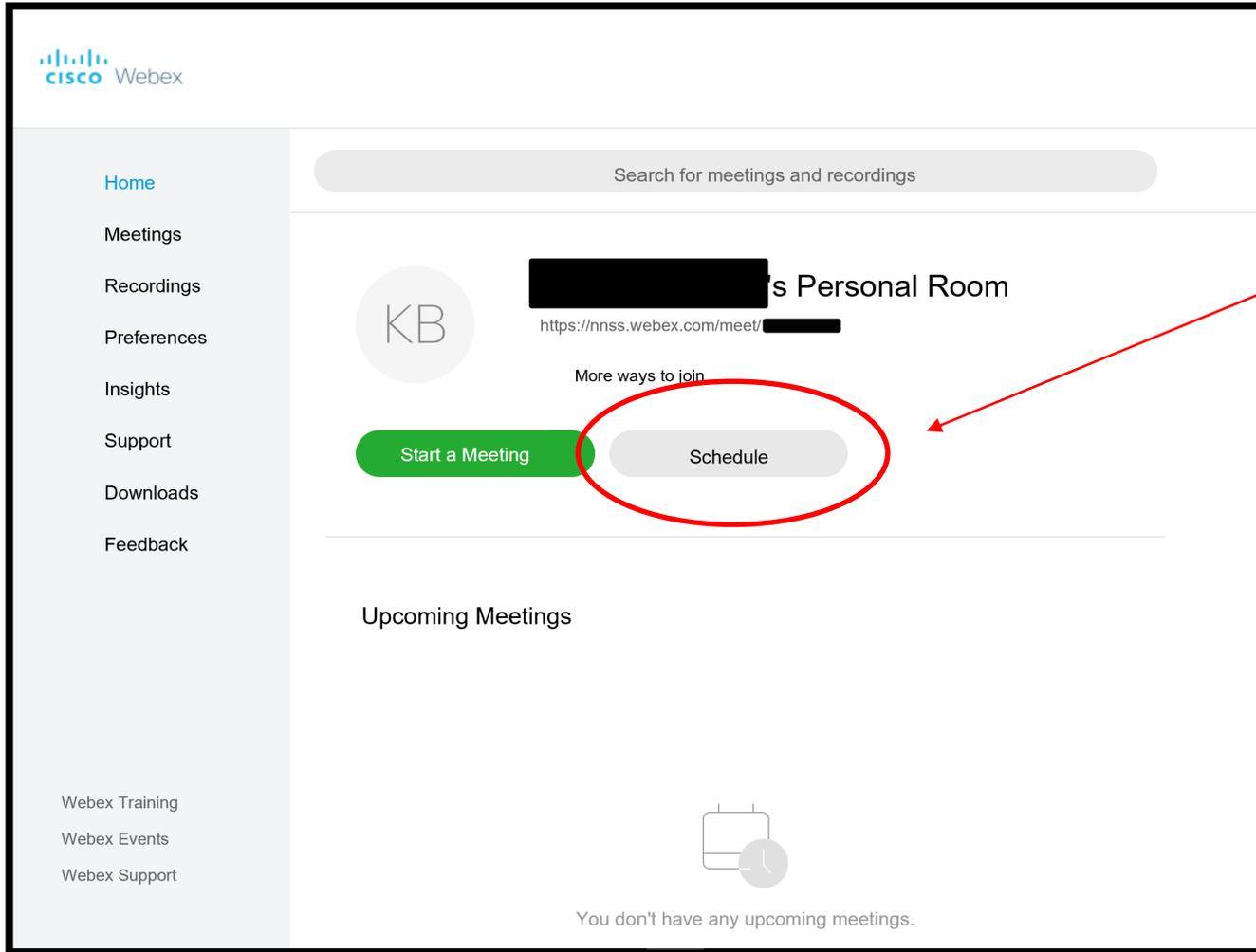
- As a Presentation
 - Click box above
- As a Hard Copy
 - Print pages 40-46

SCHEDULING

Instructions for
HOSTING
a WebEx Meeting

Instructions for
ATTENDING
a WebEx Meeting

Schedule a WebEx Meeting



1. Go to nss.webex.com
2. Log in to WebEx
3. Click **"Schedule"**

Schedule a WebEx Meeting

The screenshot shows the 'Schedule a Meeting' page in the WebEx interface. The sidebar on the left contains navigation links: Home, Meetings, Recordings, Preferences, Insights, Support, Downloads, Feedback, Webex Training, Webex Events, and Webex Support. The main content area has a search bar at the top and a 'Schedule a Meeting' form. The form fields are: Meeting type (Webex Meetings Pro 200 (PRO) - No Recording), Meeting topic (Staff Meeting), Meeting password (9W9Gx56749646), Date and time (Tuesday, Mar 31, 2020 1:10 pm, Duration: 1 hour, UTC-07:00 Pacific Time (US & Canada)), and Attendees (Separate attendees with a comma or semicolon). A 'Recurrence' checkbox is present but unchecked. A large red 'X' is drawn over the Attendees field. At the bottom, there are buttons for 'Cancel', 'Start', and 'Save as template'. Red boxes highlight the Meeting topic, Date and time, Recurrence checkbox, and Start button.

- 4. Enter meeting topic
- 5. Adjust the day and time
- 6. Check **“Recurrence”** if this will be a recurring meeting.
- 7. Do NOT add Attendees
- 8. Click **“Start/Schedule”**

Schedule a WebEx Meeting

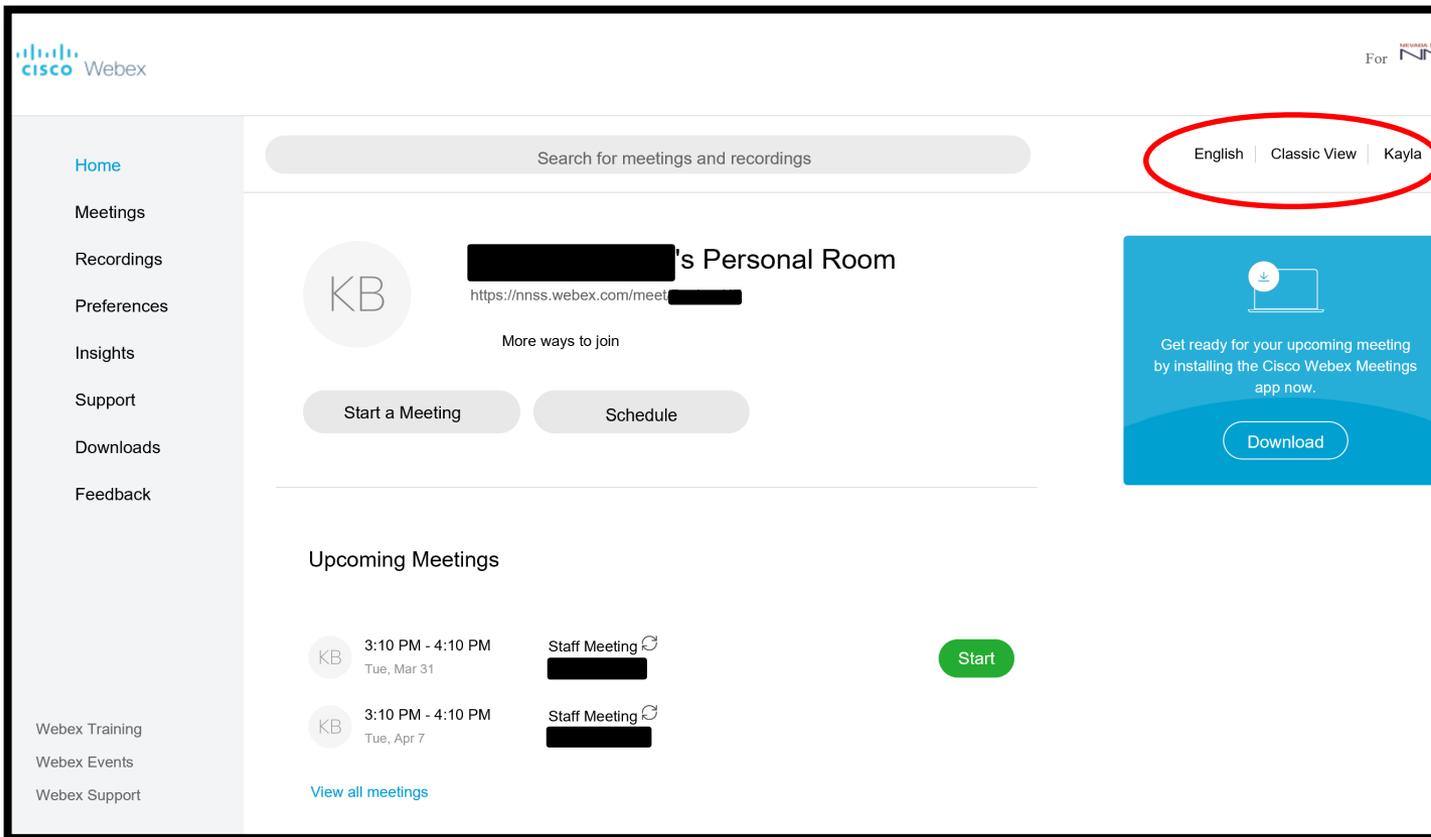
The screenshot displays the Cisco WebEx interface. On the left is a navigation menu with options: Home, Meetings, Recordings, Preferences, Insights, Support, Downloads, Feedback, Webex Training, Webex Events, and Webex Support. The main content area shows details for a 'Staff Meeting'. It includes a search bar at the top, a 'Start Meeting' button, and a 'Meeting Information' section. The meeting details are as follows:

Hosted by	[Redacted]
Time	3:10 PM - 4:10 PM Tuesday, Mar 31 2020 (UTC-07:00) Pacific Time (US & Canada)
Recurrence	Occurs every Tuesday effective 3/31/2020 from 3:10 PM to 4:10 PM, (UTC-07:00) Pacific Time (US & Canada)
Meeting link	https://nsss.webex.com/nsss/j.php?MTID=m2472109921bc1fe3e1394c40bc22d755
Meeting number	805 386 138
Password	9W9Gx56749646 (99949567 from phones)
Host key	316725

A red oval highlights the meeting link, meeting number, password, and host key. A red arrow points from the text on the right towards the meeting link.

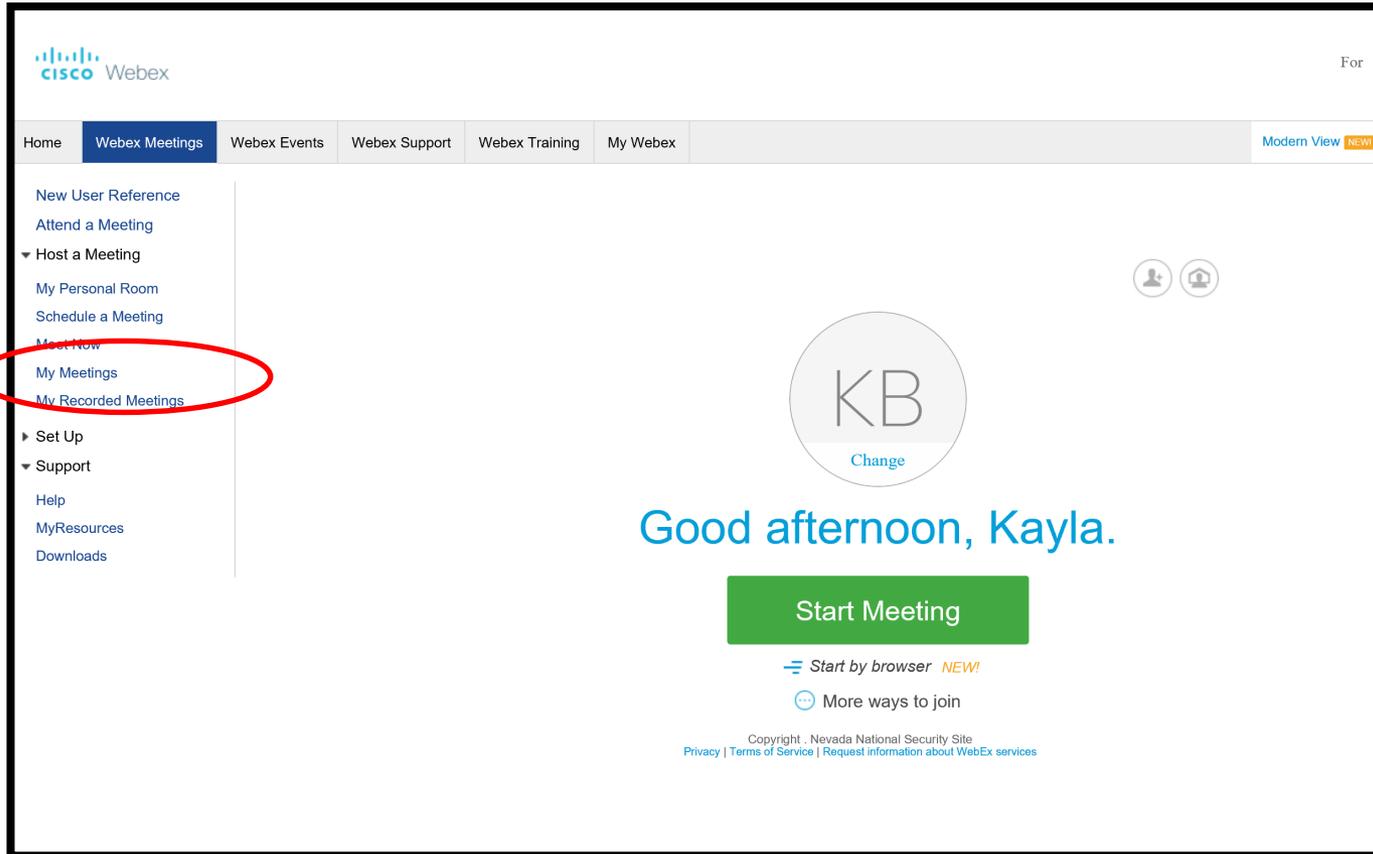
- 9. Copy this information or copy from the email you should have received.
- 10. You will need the host key for the meeting.
- 11. Send an Outlook Meeting Invite to all attendees with the meeting information pasted in.

Edit a WebEx Meeting



1. Click “Classic View”

Edit a WebEx Meeting



2. Click “My Meetings”

Edit a WebEx Meeting

The screenshot displays the Cisco Webex user interface. At the top left is the Cisco Webex logo. Below it is a navigation bar with tabs for Home, Webex Meetings (selected), Webex Events, Webex Support, Webex Training, and My Webex. A 'Modern View' button is visible on the right. On the left side, there is a vertical menu with options like 'New User Reference', 'Attend a Meeting', 'Host a Meeting', 'My Personal Room', 'Schedule a Meeting', 'Meet Now', 'My Meetings', 'My Recorded Meetings', 'Set Up', 'Support', 'Help', 'MyResources', and 'Downloads'. The main content area is titled 'My Webex Meetings'. It features a filter section with tabs for 'Daily', 'Weekly', 'Monthly', and 'All Meetings'. Below this is a date selector showing '< March 31, 2020 >' and a 'Show past meetings' checkbox. A dropdown menu is set to 'The meetings you host'. A table lists meetings with columns: 'Time', 'Topic', 'Type', and 'Requests Status'. The table contains three rows: '3:00 pm', '3:10 pm' (with 'Staff Meeting' circled in red), and '4:00 pm'. The 'Type' for the circled meeting is 'Meeting' and the 'Requests Status' is 'N/A'. At the bottom left of the table area is a 'Cancel Meeting' button. At the bottom right, there are status indicators for 'Requests Pending' and 'Requests Approved'.

3. Click on the meeting you want to edit.

Edit a WebEx Meeting

The screenshot displays the Cisco Webex user interface. At the top left is the Cisco Webex logo. Below it is a navigation bar with tabs for Home, Webex Meetings (selected), Webex Events, Webex Support, Webex Training, and My Webex. A left sidebar contains various navigation options: New User Reference, Attend a Meeting, Host a Meeting, My Personal Room, Schedule a Meeting, Meet Now, My Meetings, My Recorded Meetings, Set Up, Support, Help, MyResources, and Downloads. The main content area shows details for a meeting titled "Staff Meeting". The meeting is scheduled for Tuesday, March 31, 2020, at 3:10 pm Pacific Daylight Time (GMT-07:00) for a duration of 1 hour. It is currently "Not started". The recurrence is set to "Every Tuesday, from Tuesday, March 31, 2020, to no end date". The host's name is redacted with a black box, and the "Edit" button next to it is circled in red. Other buttons visible are "Cancel meeting" and "Add to my calendar". Below the host information is a "More information" link. A green "Start" button is present, along with a "Start by browser NEW!" option. At the bottom, a disclaimer states: "By joining this meeting, you are accepting the Cisco Webex Terms of Service and Privacy Statement."

4. Click "Edit"

Edit a WebEx Meeting

The screenshot displays the Cisco WebEx user interface. At the top, the Cisco WebEx logo is visible. Below it, a navigation bar includes 'Home', 'Webex Meetings', 'Webex Events', 'Webex Support', 'Webex Training', and 'My Webex'. The main content area shows a meeting titled 'Staff Meeting' scheduled for Tuesday, March 31, 2020, at 3:10 pm. The recurrence is set to 'Every Tuesday, from Tue'. The host is redacted with a black box, and there are 'Edit' and 'Cancel' links. A green 'Start' button is present, along with a 'Start by browser' link and a 'NEW!' badge. A dialog box titled 'Edit Recurring Meeting' is overlaid on the page, containing two radio button options: 'Edit only this meeting' (which is selected) and 'Edit the entire series'. The dialog box also features 'OK' and 'Cancel' buttons. A red rectangular box highlights the dialog box.

5. Select this meeting or entire series.
6. Click **“OK”**

Edit a WebEx Meeting

The screenshot shows the Cisco WebEx interface for scheduling a meeting. The page title is "Schedule a Meeting". A navigation bar at the top includes "Home", "Webex Meetings", "Webex Events", "Webex Support", "Webex Training", and "My Webex". A left sidebar contains various options like "New User Reference", "Attend a Meeting", "Host a Meeting", etc. The main content area has the heading "Schedule a Meeting" and a sub-heading "To set advanced meeting options or to schedule a Personal Conference meeting, go to [Advanced Scheduler](#)". The "Advanced Scheduler" link is circled in red. Below this, there are several form fields: "Meeting topic" (Testing), "Password" (SqJ3776798232), "Date" (04/03/2020), "Time" (9:40 am), "Duration" (1 hr, 0 min), and "Attendees" (<Separate email addresses with a comma or semicolon>). There are also checkboxes for "Let anyone with a host account on this site or anyone joining from an authenticated Cisco video device in this organization host my meeting" and "Send a copy of the invitation email to me". At the bottom, it says "Audio conference: Webex Audio" with a link to "Change audio conference".

For Single Meeting:

7. Make edits.
8. Click "Save"
- OR
9. Click "Advanced Scheduler"

Edit a WebEx Meeting

The screenshot displays the Cisco WebEx interface for editing a meeting. The top navigation bar includes 'Home', 'Webex Meetings', 'Webex Events', 'Webex Support', 'Webex Training', and 'My Webex'. The left sidebar contains various options like 'New User Reference', 'Attend a Meeting', and 'Host a Meeting'. The main content area is titled 'Required Information' and contains the following fields:

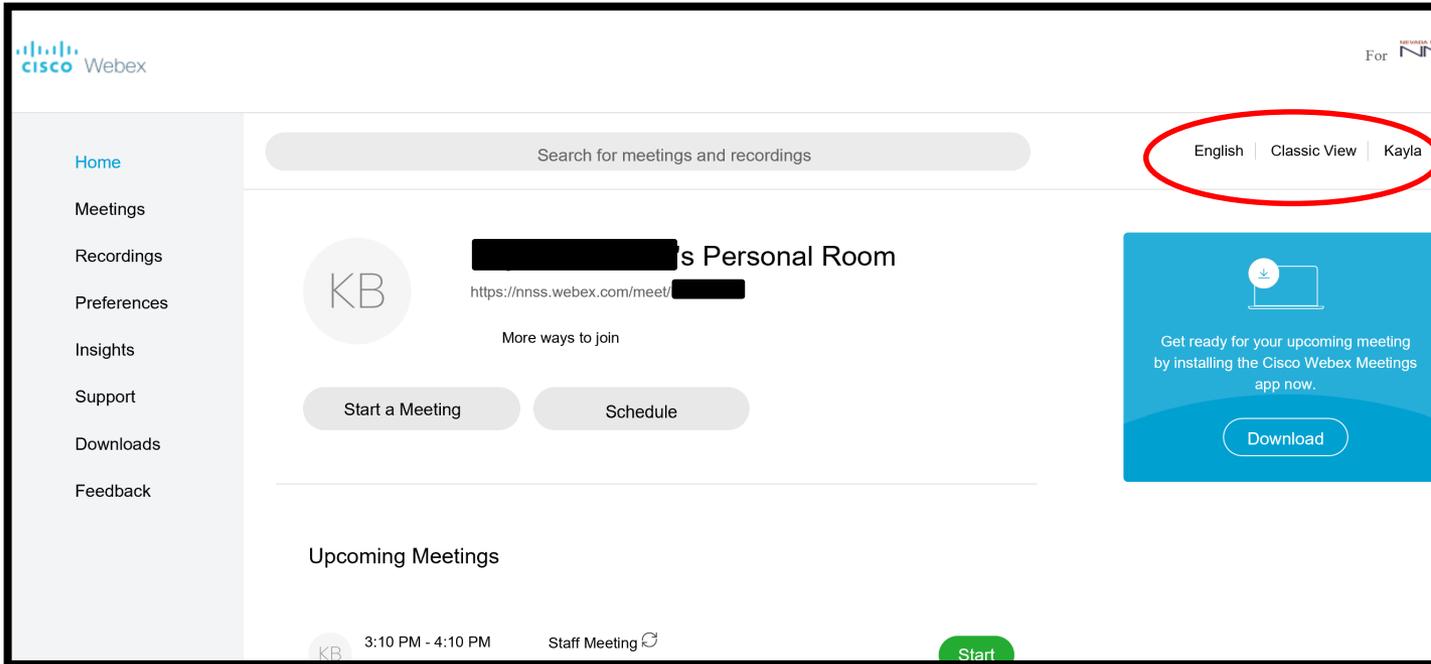
- Meeting type:** Webex Meetings Pro 200 (PRO) - No Recording
- Meeting topic:** Staff Meeting
- Delete from My Meetings when completed
- Meeting password:** 9W9Gx56749646

Below the password field, there is a note: "Password must be at least 10 characters and contain at least: 10 numbers (1, 2, 3...) 1 mixed case (A, a, B, b...)". At the bottom of the form, there are three buttons: 'Save as template', 'Save Meeting' (highlighted with a red circle), and 'Next'. To the right of the form, a vertical navigation menu is highlighted with a red box, listing steps 1 through 9: 1. Required Information, 2. Date & Time, 3. Audio Conference, 4. Invite Attendees, 5. Registration, 6. Agenda & Welcome, 7. Meeting Options, 8. Attendee Privileges, and 9. Review.

For Meeting Series Edits or Advanced Scheduler:

7. Make any edits needed
8. Click **“Save Meeting”**

Cancel a WebEx Meeting



1. Click “**Classic View**”

Cancel a WebEx Meeting

The screenshot displays the Cisco WebEx user interface. The top navigation bar includes links for Home, Webex Meetings (selected), Webex Events, Webex Support, Webex Training, My Webex, and Modern View (NEW). The left sidebar contains a list of options: New User Reference, Attend a Meeting, Host a Meeting (expanded), My Personal Room, Schedule a Meeting, Meet Now, My Meetings (circled in red), My Recorded Meetings, Set Up, Support (expanded), Help, MyResources, and Downloads. The main content area features a large circular profile picture with the initials 'KB' and a 'Change' link below it. A personalized greeting reads 'Good afternoon, Kayla.' Below this is a prominent green 'Start Meeting' button. Underneath the button are two options: 'Start by browser NEW!' and 'More ways to join'. At the bottom, there is a copyright notice for Nevada National Security Site and links for Privacy, Terms of Service, and Request information about WebEx services.

2. Click “My Meetings”

Cancel a WebEx Meeting

The screenshot shows the 'My Webex Meetings' interface. At the top right, it says 'English : San Francisco Time'. Below the title are tabs for 'Daily', 'Weekly', 'Monthly', and 'All Meetings'. A search bar prompts the user to search by date, host, topic, or agenda words, with date inputs for '07/20/2020' to '10/20/2020' and a 'Search' button. Below the search bar, there is a dropdown for 'The meetings you host' and a checkbox for 'Show past meetings'. A table lists meetings with columns for 'Date & Time', 'Topic', 'Type', and 'Requests Status'. One meeting is listed: 'Jul 21, 2020 1:55 pm', 'Testing', 'Meeting', and 'N/A'. A green 'Start' button is next to the meeting. Below the table, a 'Cancel Meeting' button is circled in red. At the bottom right, there are status indicators: 'Requests Pending', 'Requests Approved', and 'Requests Rejected'.

3. Check the box next to the meeting you want to cancel.

4. Click “Cancel Meeting”

HOSTING

Instructions for
SCHEDULING
a WebEx Meeting

Instructions for
ATTENDING
a WebEx Meeting

Starting a WebEx

Before the meeting starts ensure your computer/laptop is muted and your web cam is turned off. This means the device itself, not just your VDI.

Staff Meeting - Appointment

File Appointment Insert Format Text Review Design Layout Tell me what you want to do...

Calendar Appointment Scheduling Skype Meeting Meeting Notes Invite Attendees Show As: Busy Reminder: 15 minutes Recurrence Time Zone

Subject: Staff Meeting

Location: Call in

Start time: Thu 4/2/2020 4:00 PM All day event

End time: Thu 4/2/2020 4:30 PM

Meeting number (access code): 289 662 669
Meeting password: HXg8566335746 (49485663 from phones)

Thursday, April 2, 2020
11:30 am | (UTC-07:00) Pacific Time (US & Canada) | 1 hr

Start meeting

Join by phone
Tap to call in from a mobile device (attendees only)
+1-415-655-0003 US TOLL
[Global call-in numbers](#)

1. Click **“Start/Join Meeting”**

Starting a WebEx

Follow steps to download WebEx Desktop Application or skip to next slide if already downloaded.

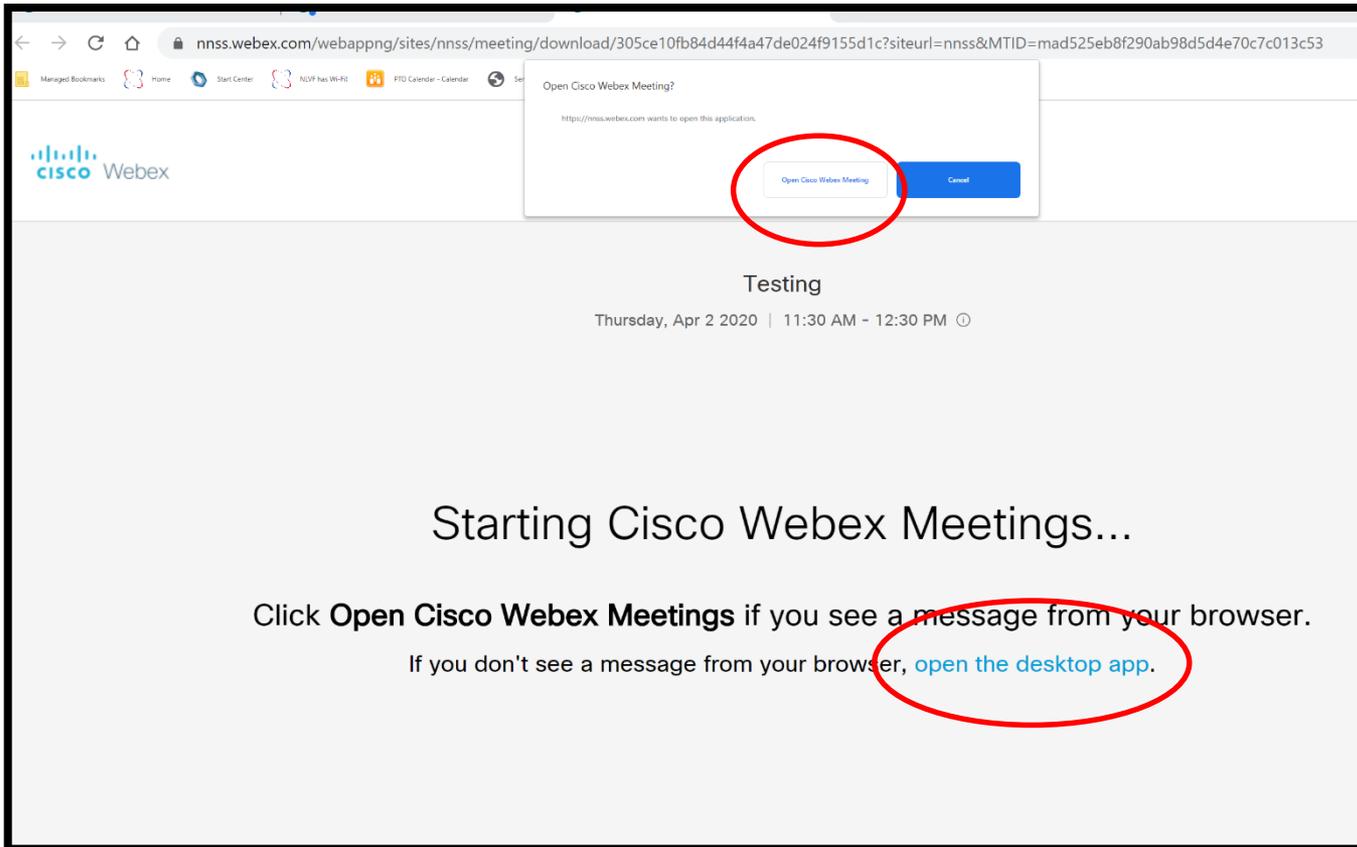
2. Once download begins click **“Save”**
3. Click **“Open”**

The image is a composite of three screenshots illustrating the process of downloading and installing the Cisco WebEx Desktop Application.

- Top Left:** A 'Save As' dialog box is open, showing the file name 'ZoomInstaller.exe' and the save type 'Application (*.exe)'. The 'Save' button is circled in red.
- Top Right:** A browser window showing a 'Testing' page with the URL 'nss.webex.com/webappng/sites/nss/meeting/download/3e5d5083424242528e63548a32d3d455?siteurl=nss&MTID=mfa7c07b360787a8ebf61712c60e72bfc'. The page displays 'Testing' and '2020 | 9:40 AM - 10:40 AM'.
- Bottom Left:** A slide titled 'Install the Cisco Webex M' with a blue button that says 'Click here to install webex.exe'.
- Bottom Right:** A browser window showing the 'Testing' page with the URL 'nss.webex.com/webappng/sites/nss/meeting/download/3e5d5083424242528e63548a32d3d455?siteurl=nss&MTID=mfa7c07b360787a8ebf61712c60e72bfc'. The page displays 'Testing' and 'Friday, Apr 3 2020 | 9:40 AM - 10:40 AM'. A blue button says 'Click here to install webex.exe'. Below the button, the text 'Waiting for the download? Download the app again.' is visible. The 'ZoomInstaller.exe' download progress bar is circled in red.

Starting a WebEx

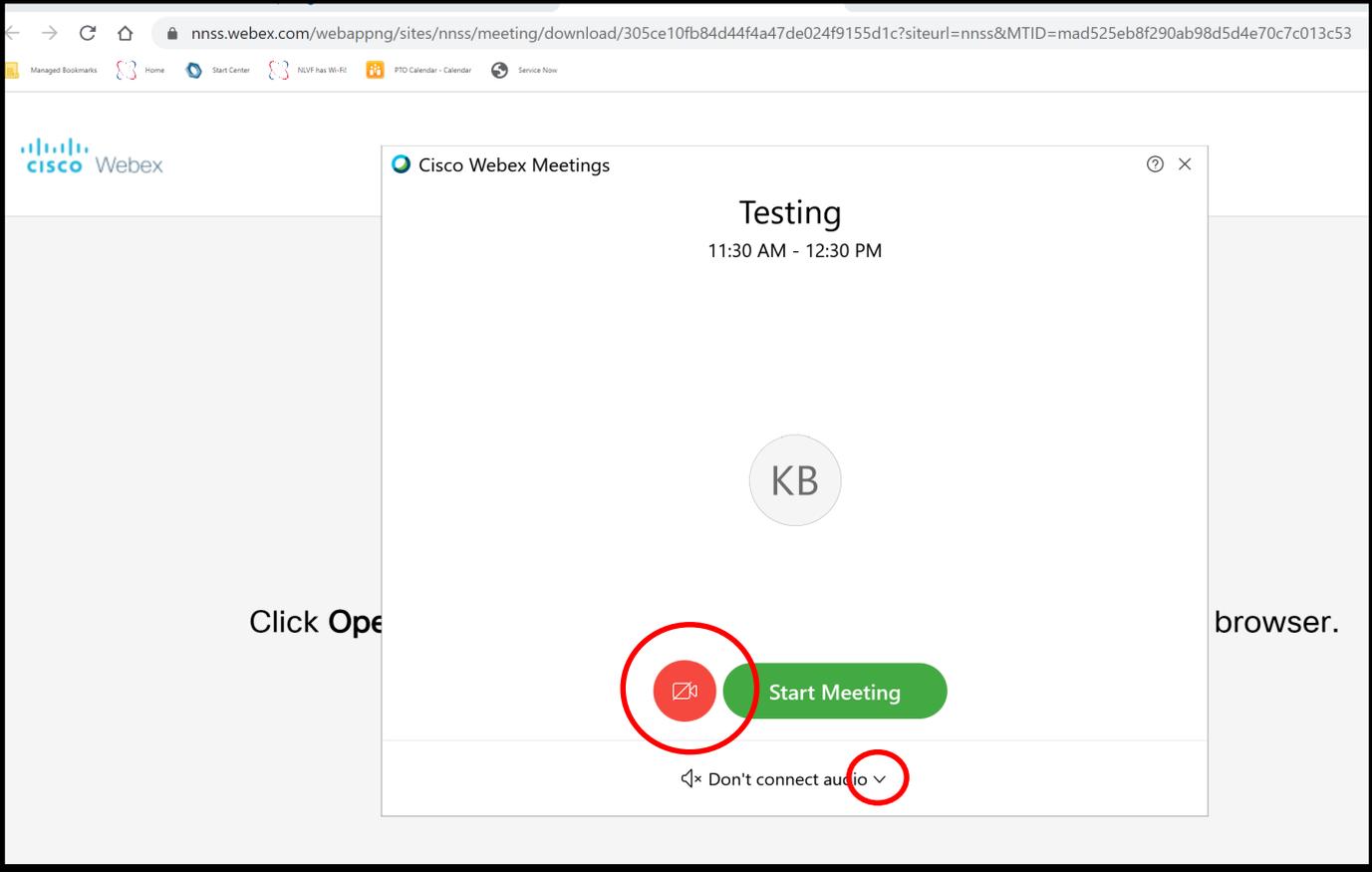
Follow steps if you already have WebEx Desktop Application downloaded.



The screenshot shows a web browser window with the URL `nss.webex.com/webappng/sites/nss/meeting/download/305ce10fb84d44f4a47de024f9155d1c?siteurl=nss&MTID=mad525eb8f290ab98d5d4e70c7c013c53`. A dialog box titled "Open Cisco Webex Meeting?" is displayed, asking "https://nss.webex.com wants to open this application." The dialog has two buttons: "Open Cisco Webex Meeting" (highlighted with a red circle) and "Cancel". Below the dialog, the page content includes the Cisco Webex logo, the text "Testing", and the date/time "Thursday, Apr 2 2020 | 11:30 AM - 12:30 PM". The main heading is "Starting Cisco Webex Meetings...". Below this, there is a text block: "Click **Open Cisco Webex Meetings** if you see a message from your browser. If you don't see a message from your browser, [open the desktop app.](#)" The link "open the desktop app." is also highlighted with a red circle.

2. Click “**Open Cisco WebEx Meeting**”
3. Or click “**open the desktop app**”

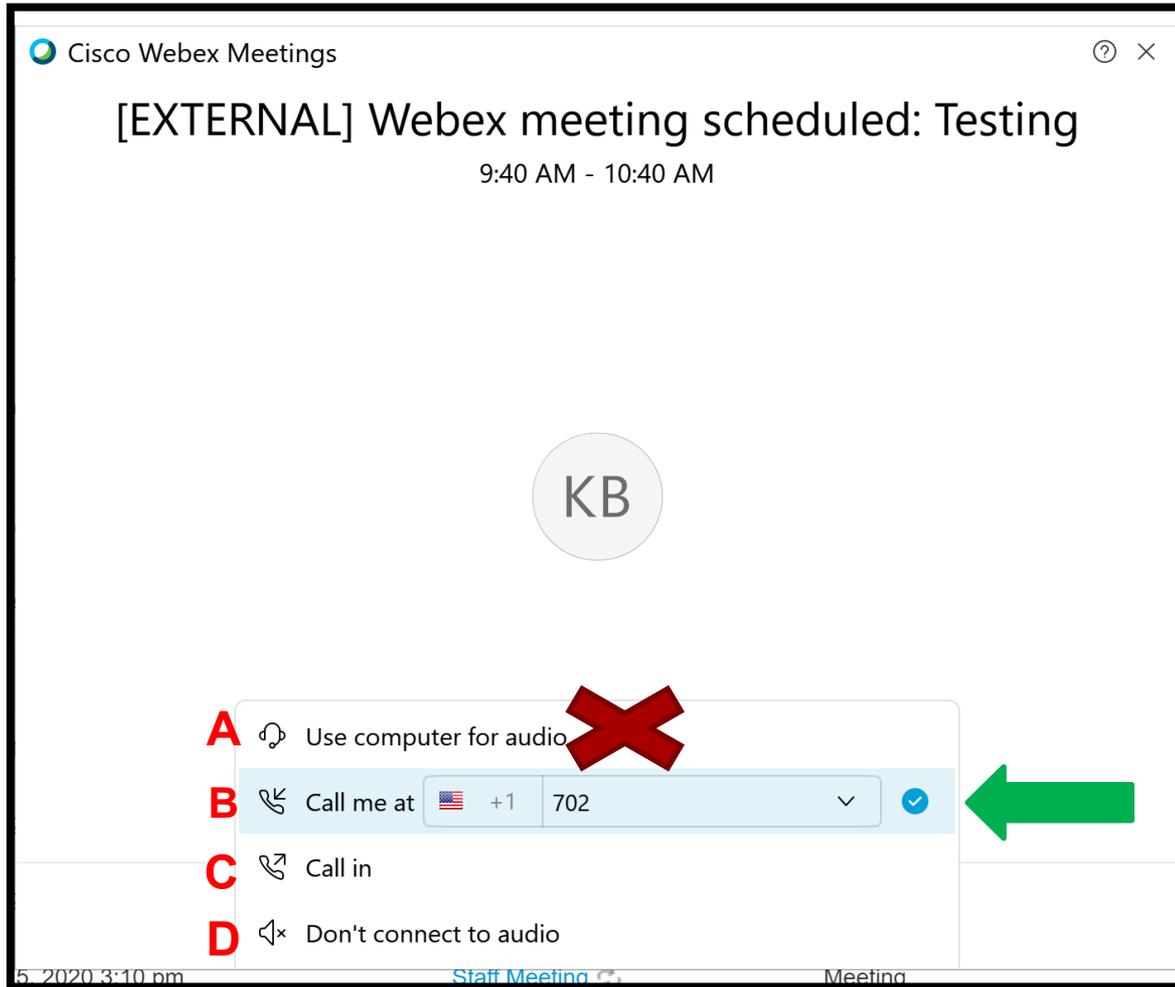
Starting a WebEx



The screenshot shows a web browser window displaying a Cisco WebEx meeting page. The URL is nss.webex.com/webappng/sites/nss/meeting/download/305ce10fb84d44f4a47de024f9155d1c?siteurl=nss&MTID=mad525eb8f290ab98d5d4e70c7c013c53. The page title is "Cisco Webex Meetings" and the meeting name is "Testing" with a duration of "11:30 AM - 12:30 PM". A circular icon with "KB" is visible. A green "Start Meeting" button is highlighted with a red circle. Below it, an audio icon with a slash through it and the text "Don't connect audio" is also highlighted with a red circle. The text "Click Open" is on the left and "browser." is on the right of the meeting window.

4. Turn your video off or on, depending on your capabilities and location.
5. Click the audio arrow.

Starting a WebEx

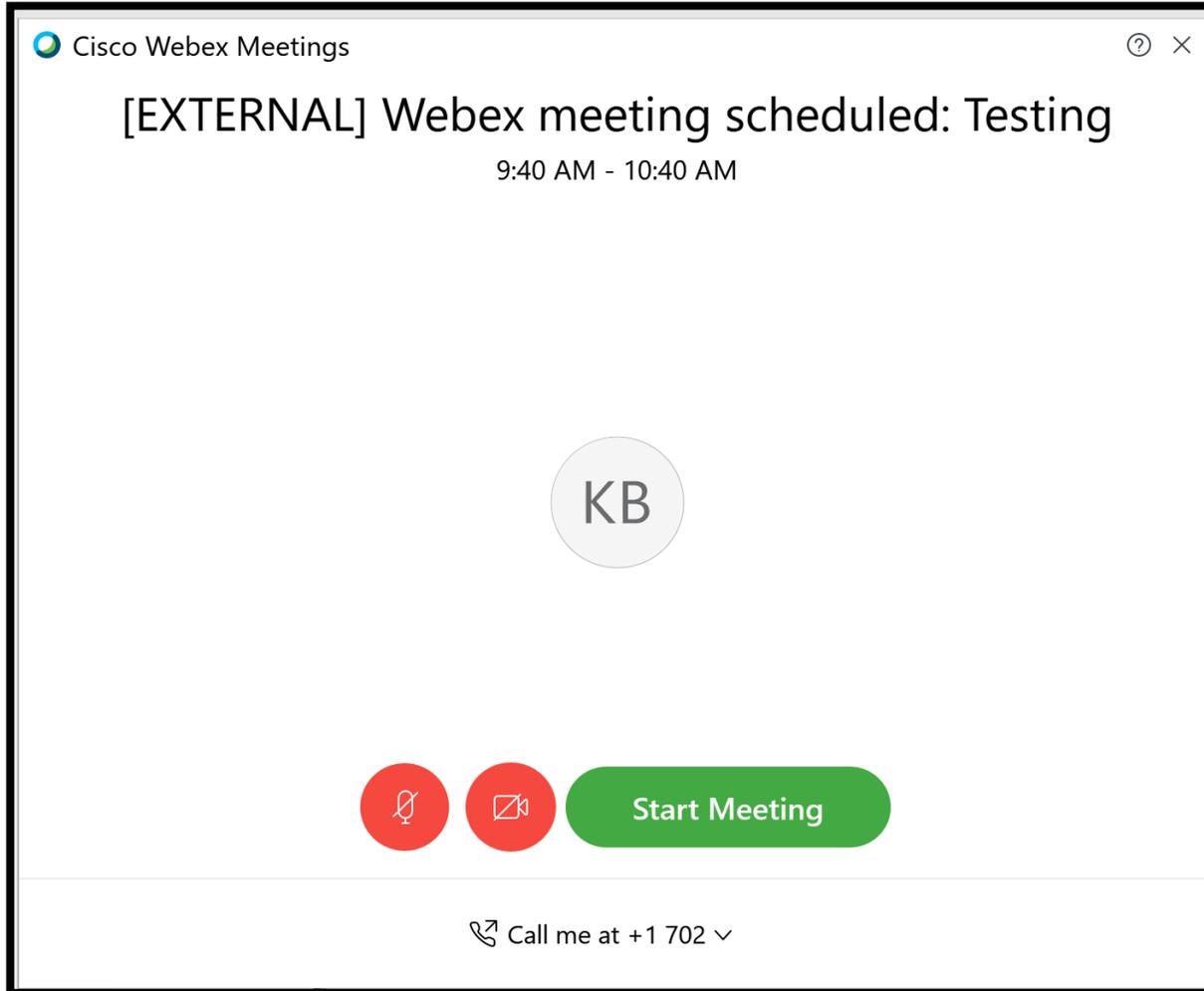


6. Select your audio preference:

- A. Only select this option if you have a high quality headset. Do not use your PC mic and speakers.
- B. **PREFERRED** choice. Enter your phone number.
- C. Alternate Choice.
- D. Do not use this option unless you are not listening or speaking. Calling in separately and clicking this option uses two licenses.

NOTE: WebEx will save your audio preferences. After joining your first meeting, it should continue to select your chosen audio for you.

Starting a WebEx

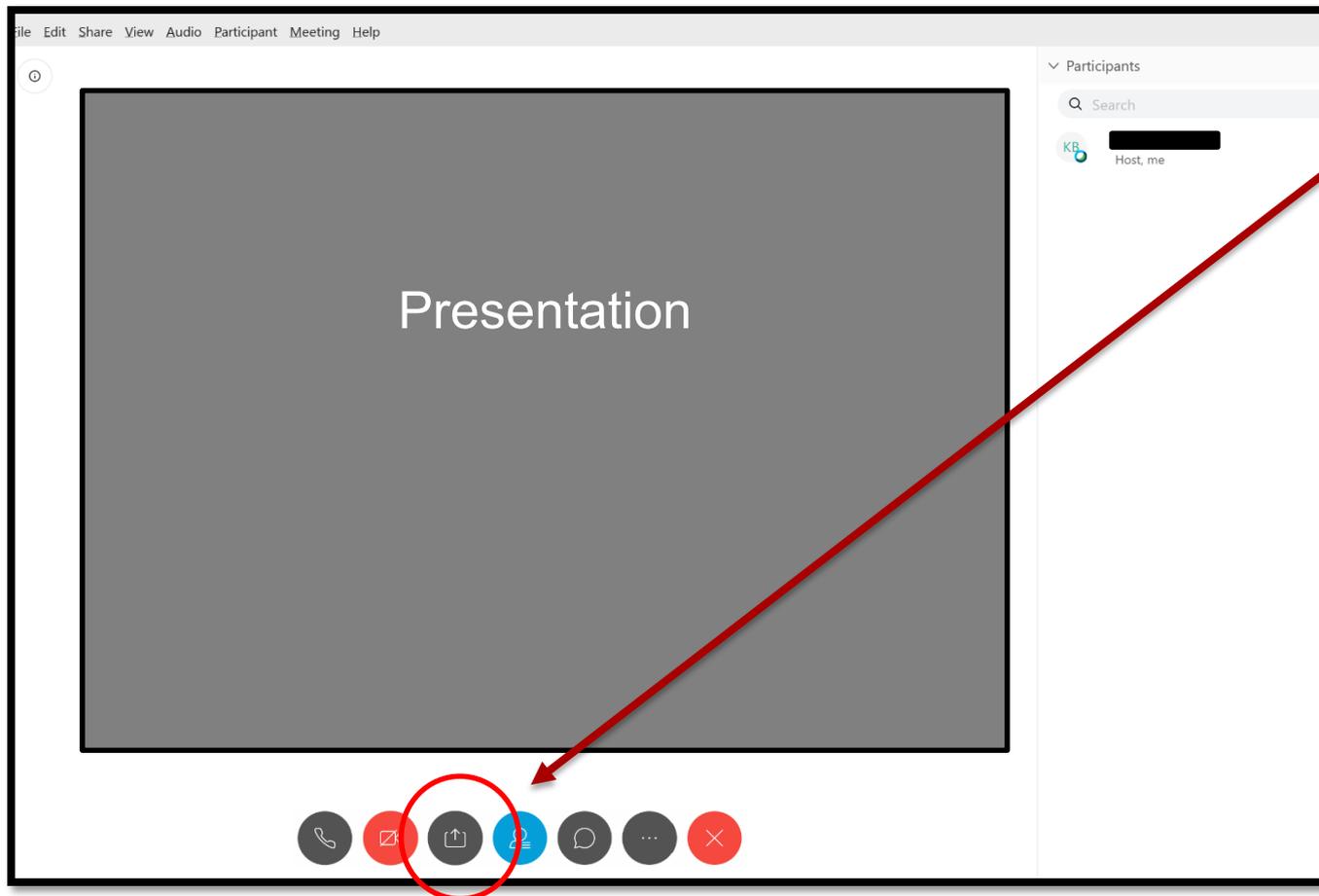


7. Click **“Start Meeting”**

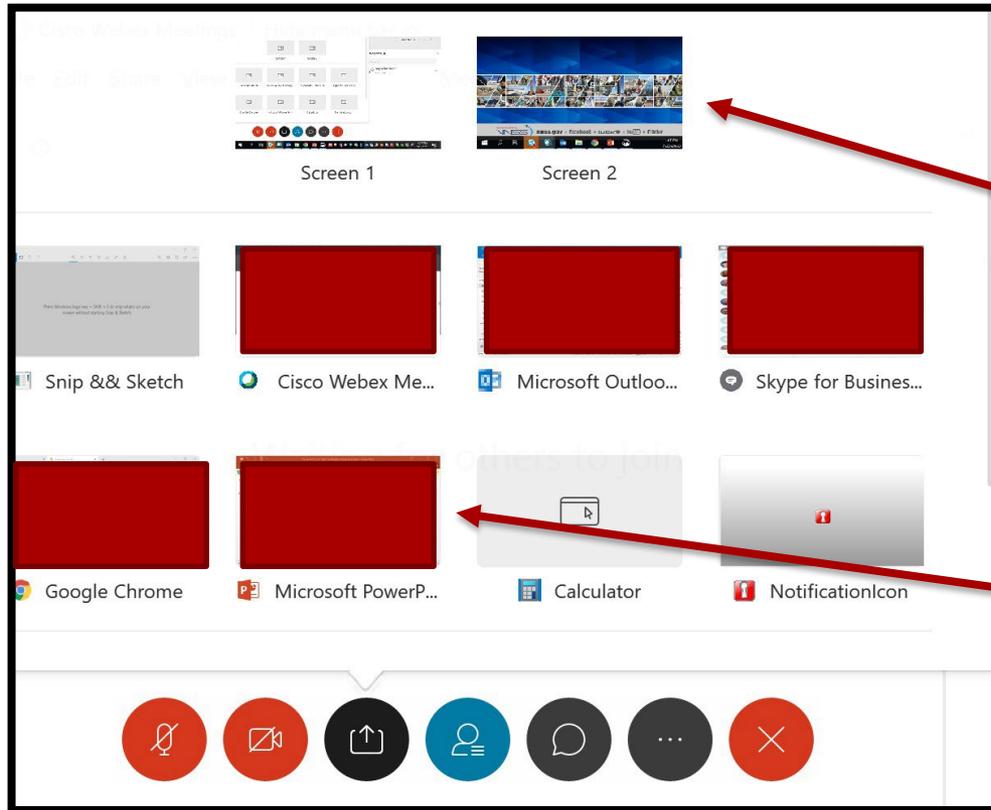
8. WebEx will call you.

NOTE: The host has to be present for the meeting to occur.

Starting a WebEx



9. Click here to share your screen or a specific document or program.



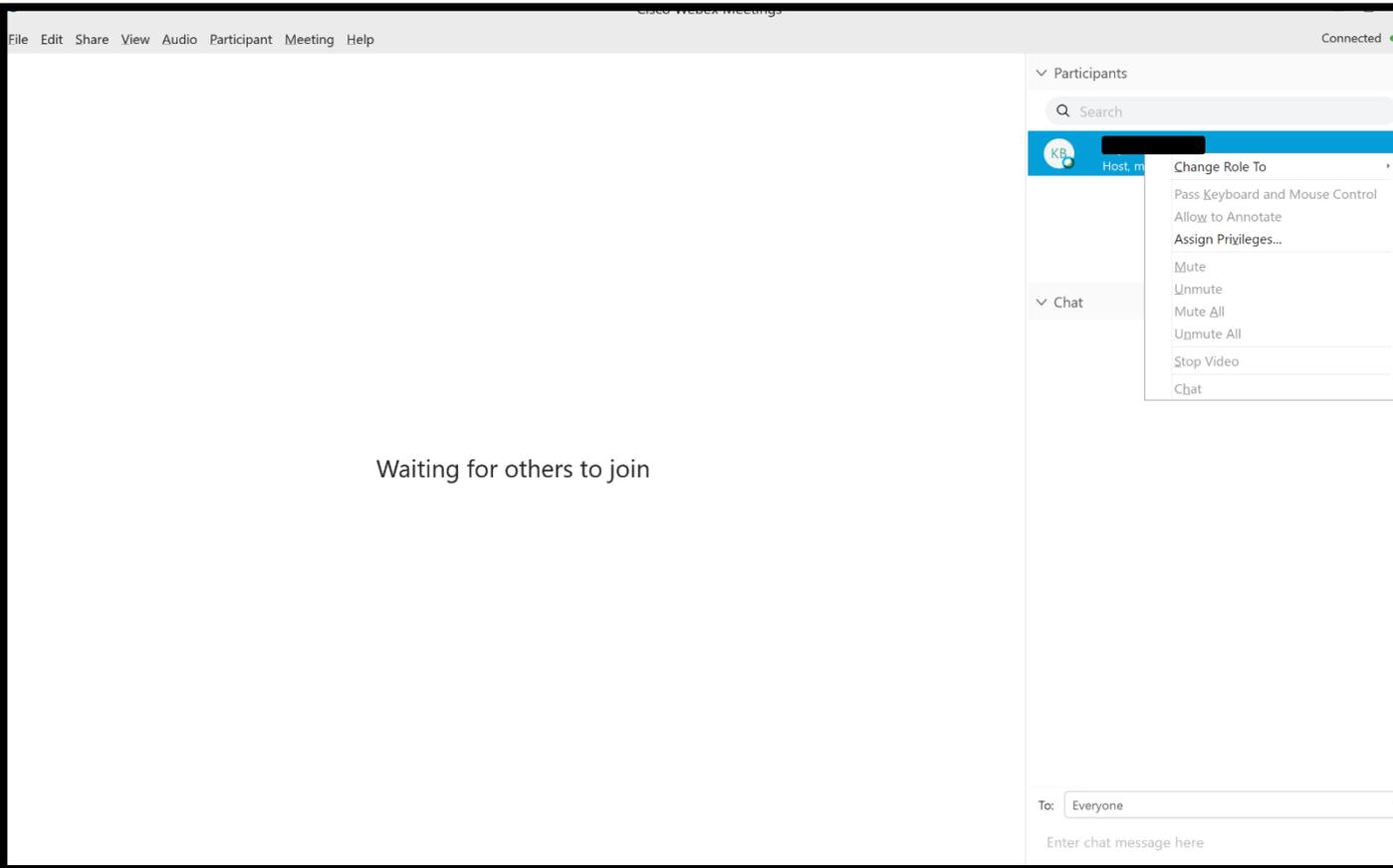
10. If sharing multiple documents, we recommend sharing your screen to allow for easy switching between programs/documents.

11. If sharing one document only, you may select just the open program.

NOTES: The application or document must already be open before clicking share if you only want to share one document. Anything besides the selected program will appear to be a black or grey box for participants.

Also, sharing your screen will allow participants to see everything on your screen.

Starting a WebEx

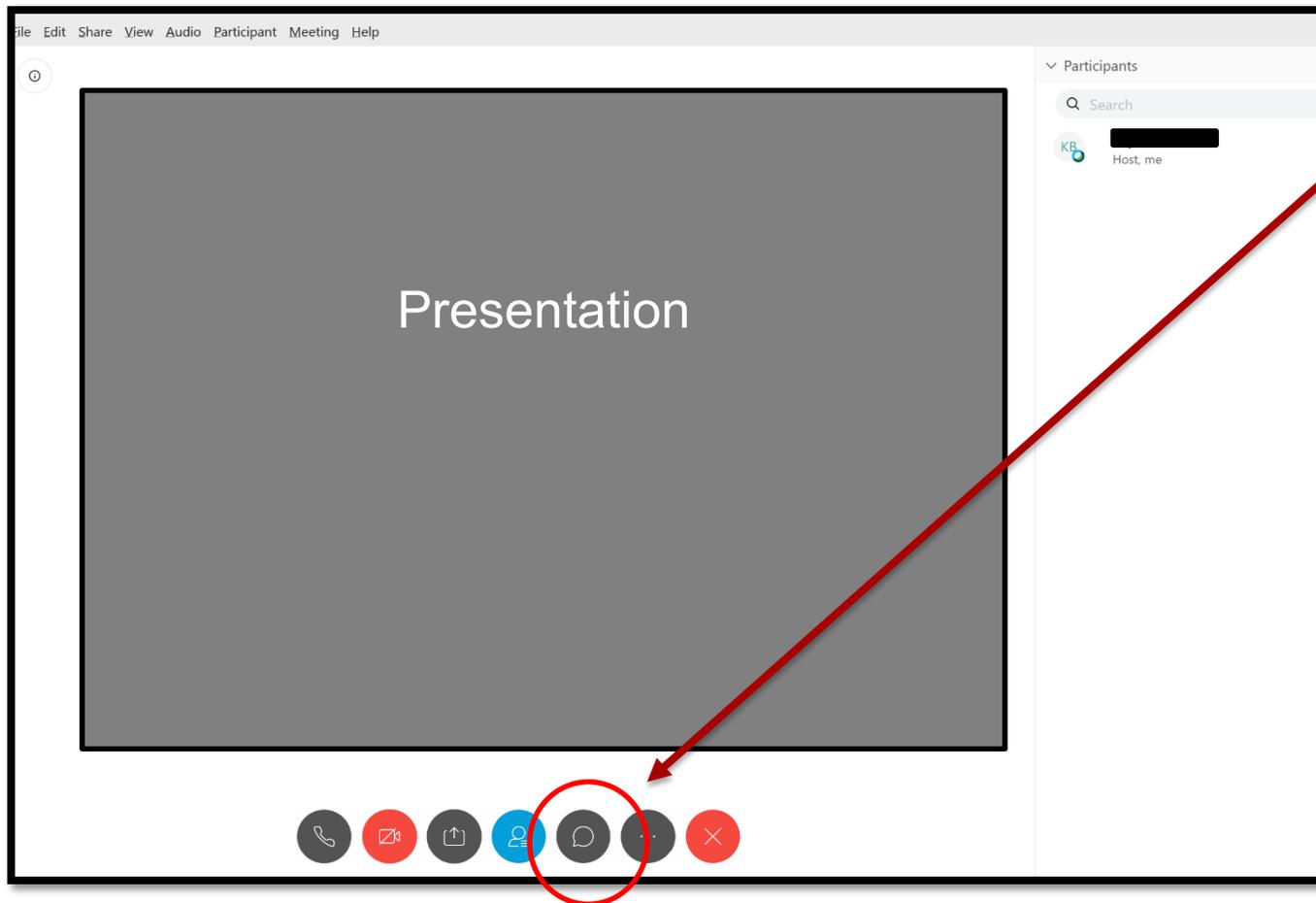


12. Attendees will appear on the side bar.

13. Right click on individuals to change their permission.

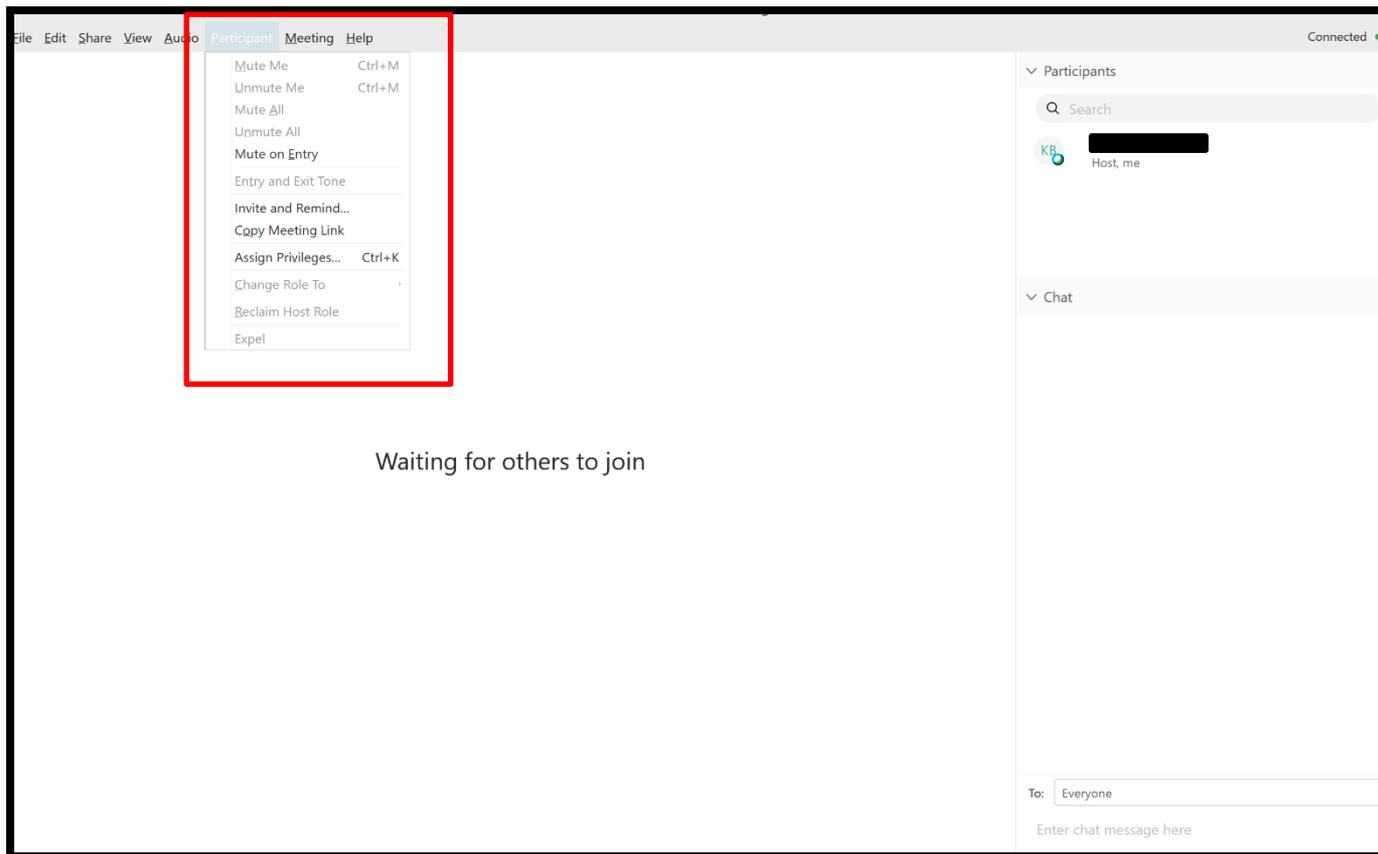
NOTE: Individuals' names will only appear here if they have an account or they update it when signing in.

Starting a WebEx



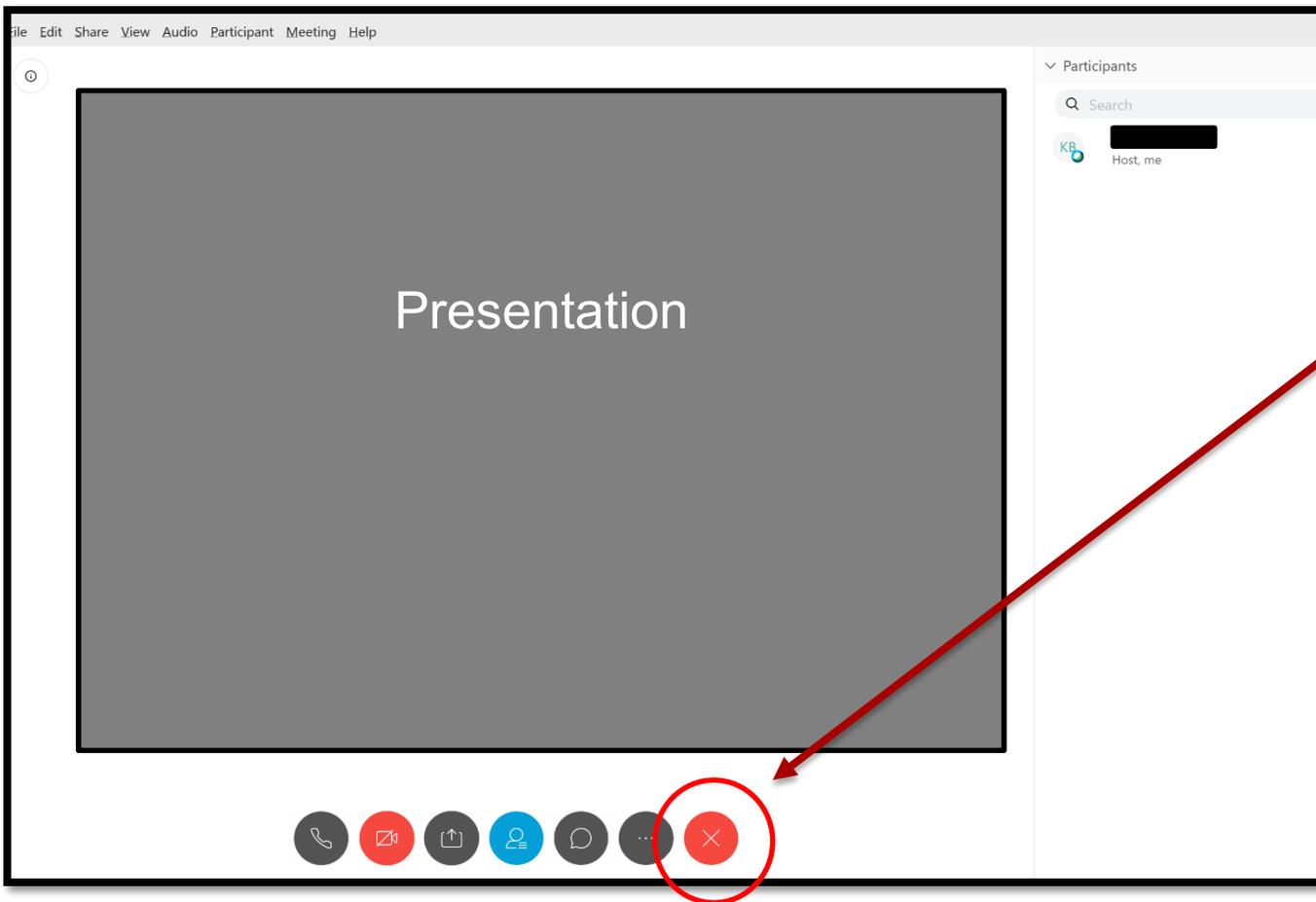
14. Click here to chat with the group.

Start a WebEx Meeting

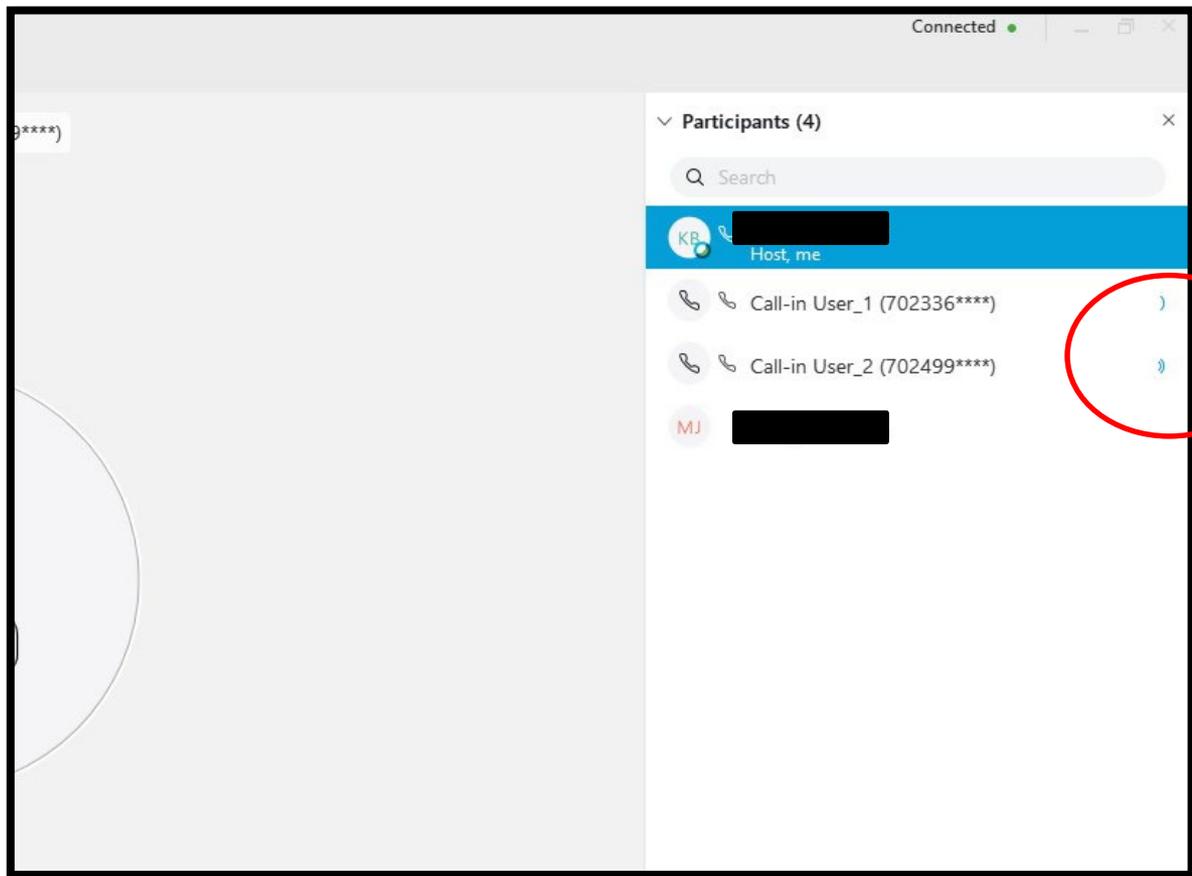


15. Click the “Participant” drop down for additional meeting settings.

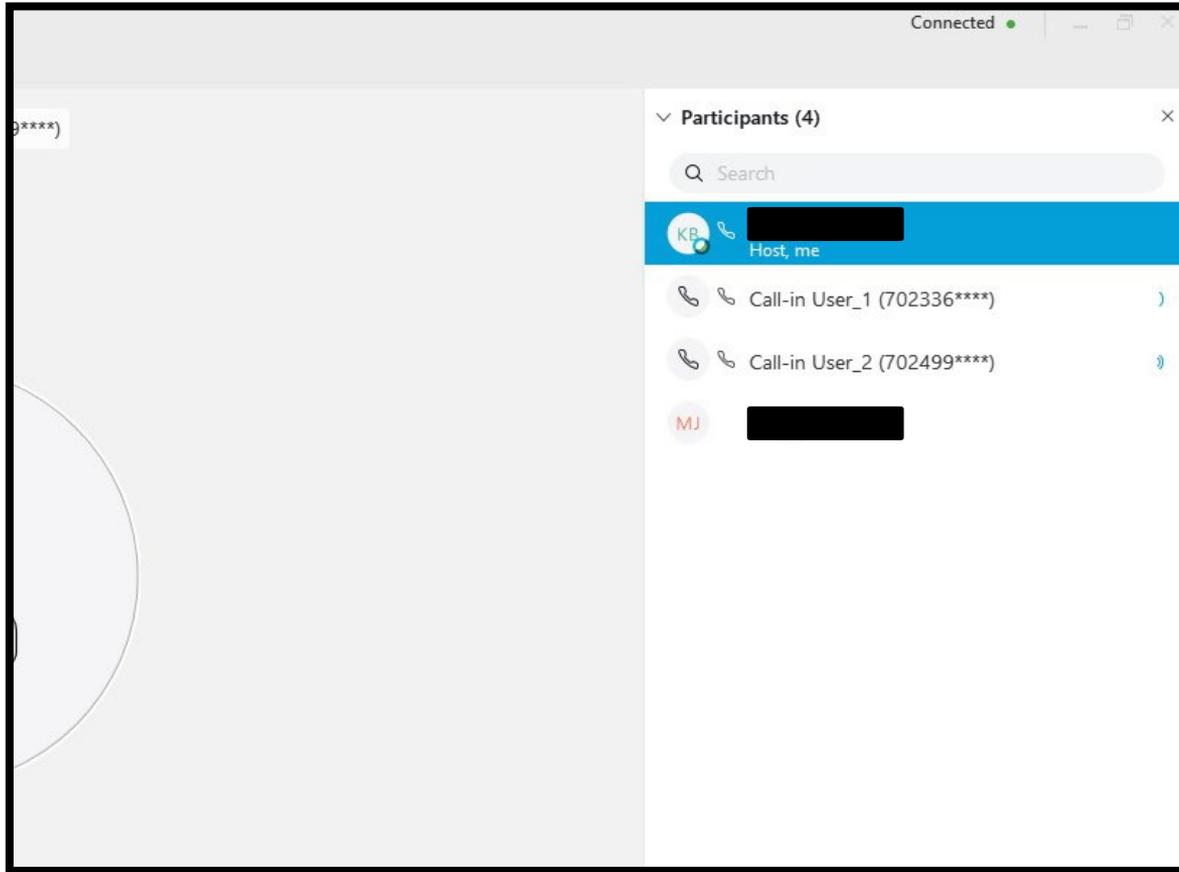
Starting a WebEx



- 16. Enjoy your meeting!
- 17. Click **X** to end the meeting.

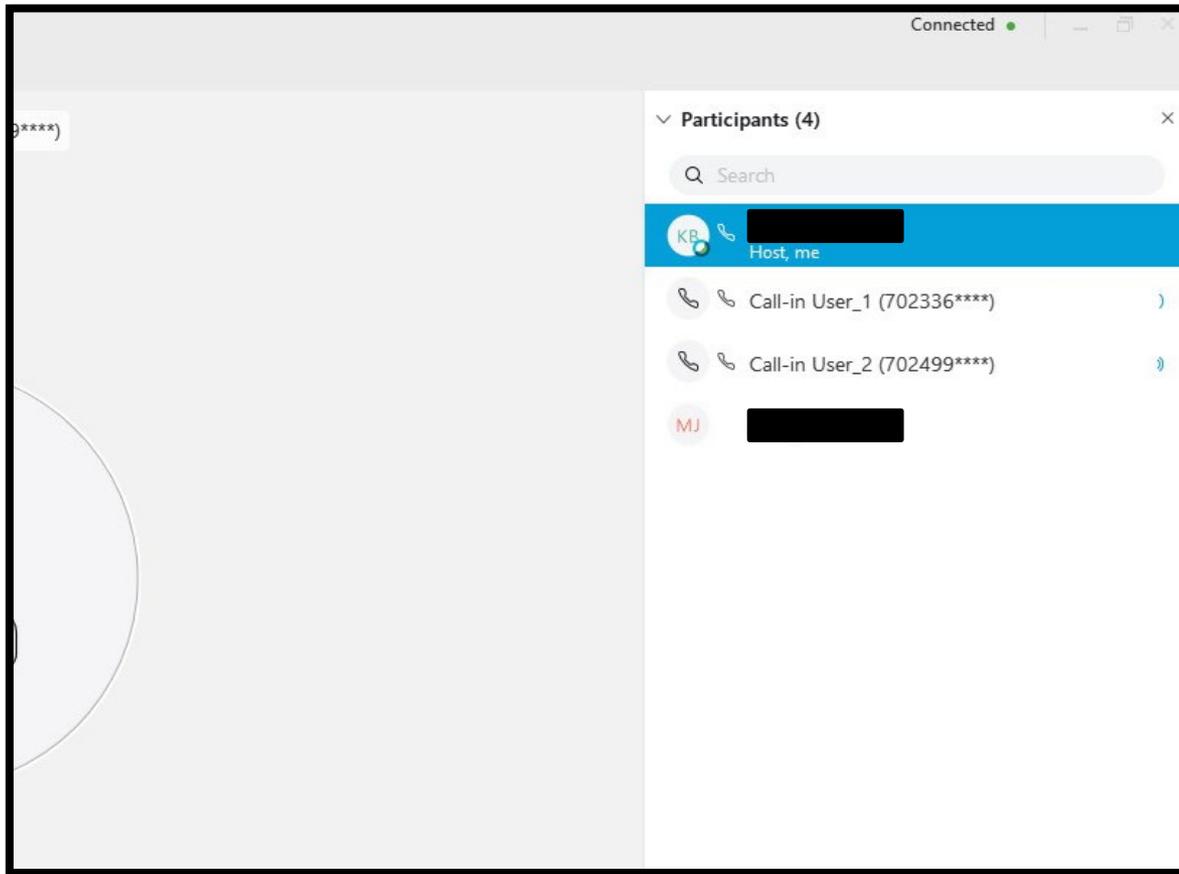


- As users talk during the meeting, it will be indicated with blue waves next to their name.
- This can help identify who is not muted in a meeting.

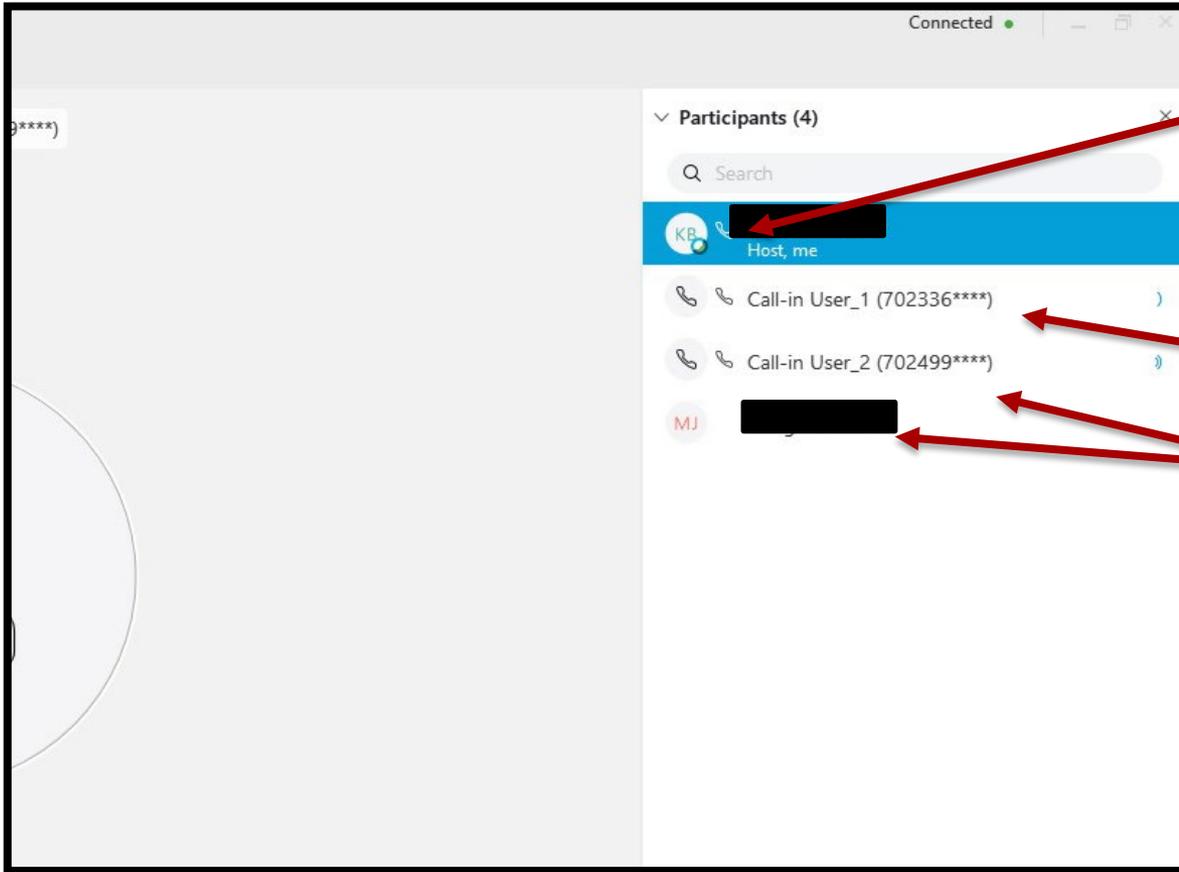


- Users who join by phone and then WebEx will show up twice on your attendee list.
- Only one account should connect with audio.
- Encourage all attendees to join on WebEx and then have WebEx call them for the best audio quality.

NOTE: Major audio issues may occur if someone uses their computer and their phone for audio.

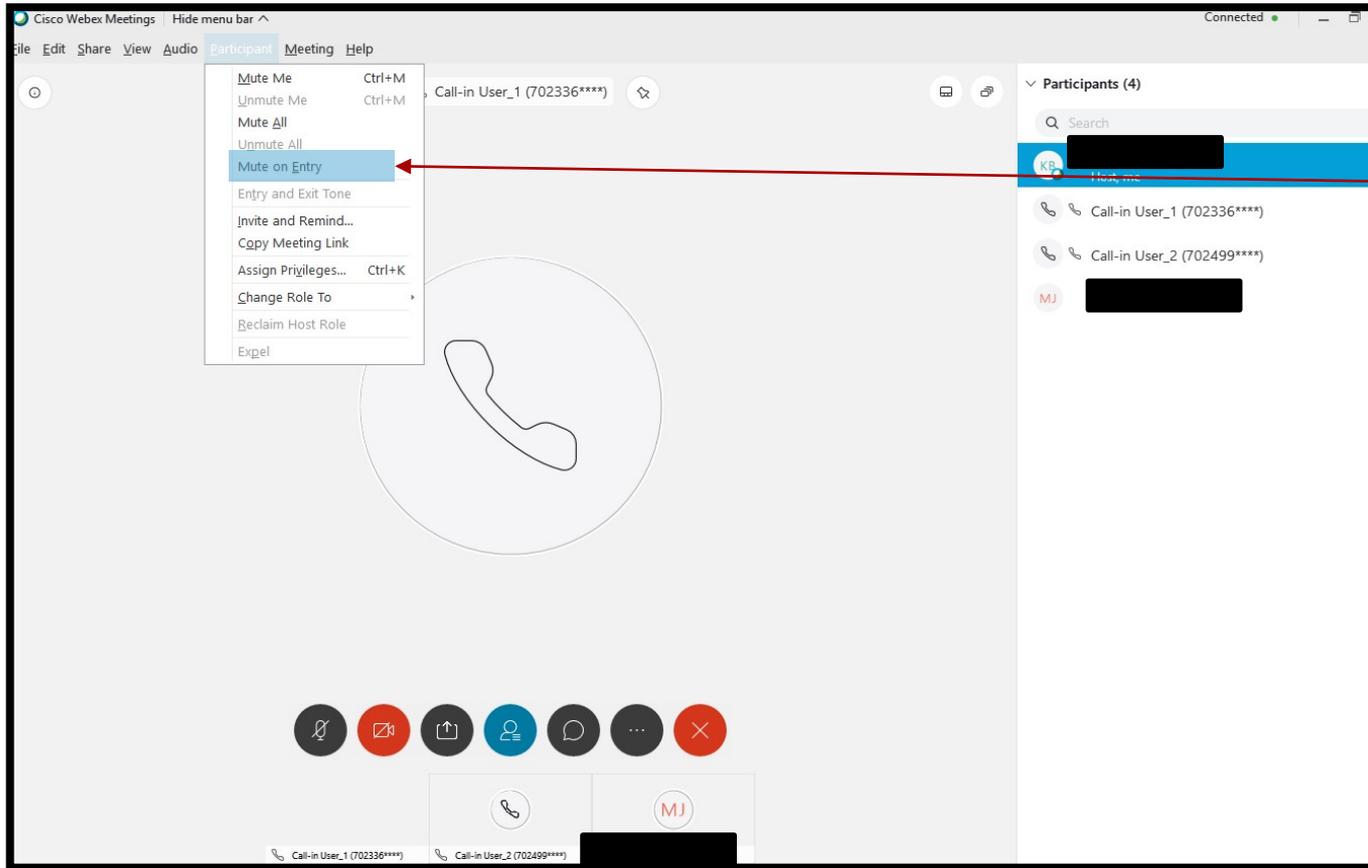


- To identify users who join by the phone, only you can rename them once you have determined who they are.
- Right click on their name and select rename.



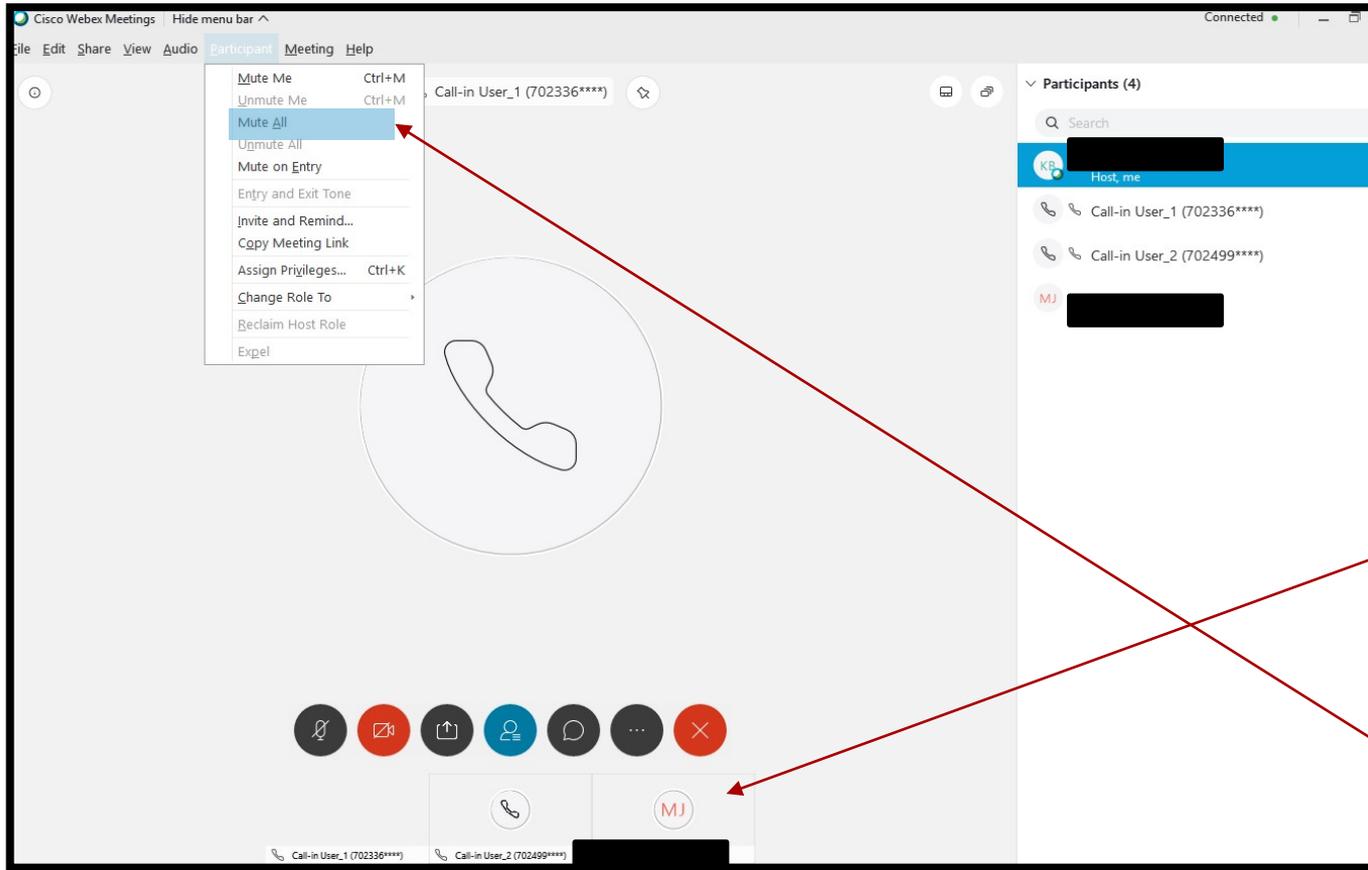
- Joining WebEx and then having WebEx call you will appear like this.
- Only calling in looks like this.
- Calling in and then connecting with audio will result in two listings for the same user.

Managing Audio



- Prior to the meeting, mute all users on entry to prevent any audio.
- Anyone who needs to speak can unmute themselves.

Managing Audio

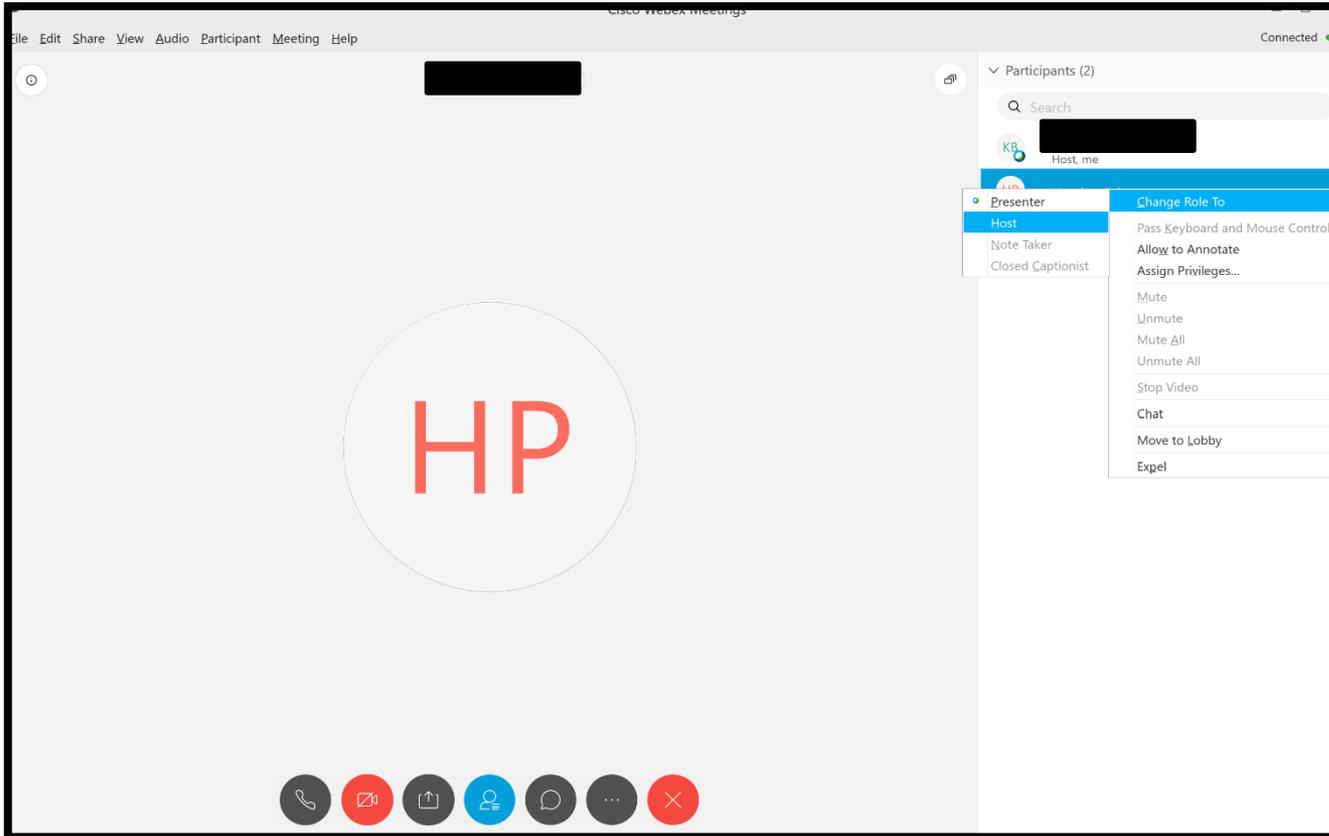


- During a large meeting it may be difficult to determine where feedback is coming from.
- You can pin your speakers here.
- When an audio issue occurs, quickly mute all and then unmute your speaker.

NOTE: For a successful meeting, one individual should manage the audio while another shares any slides.

Changing Roles: For Original Host

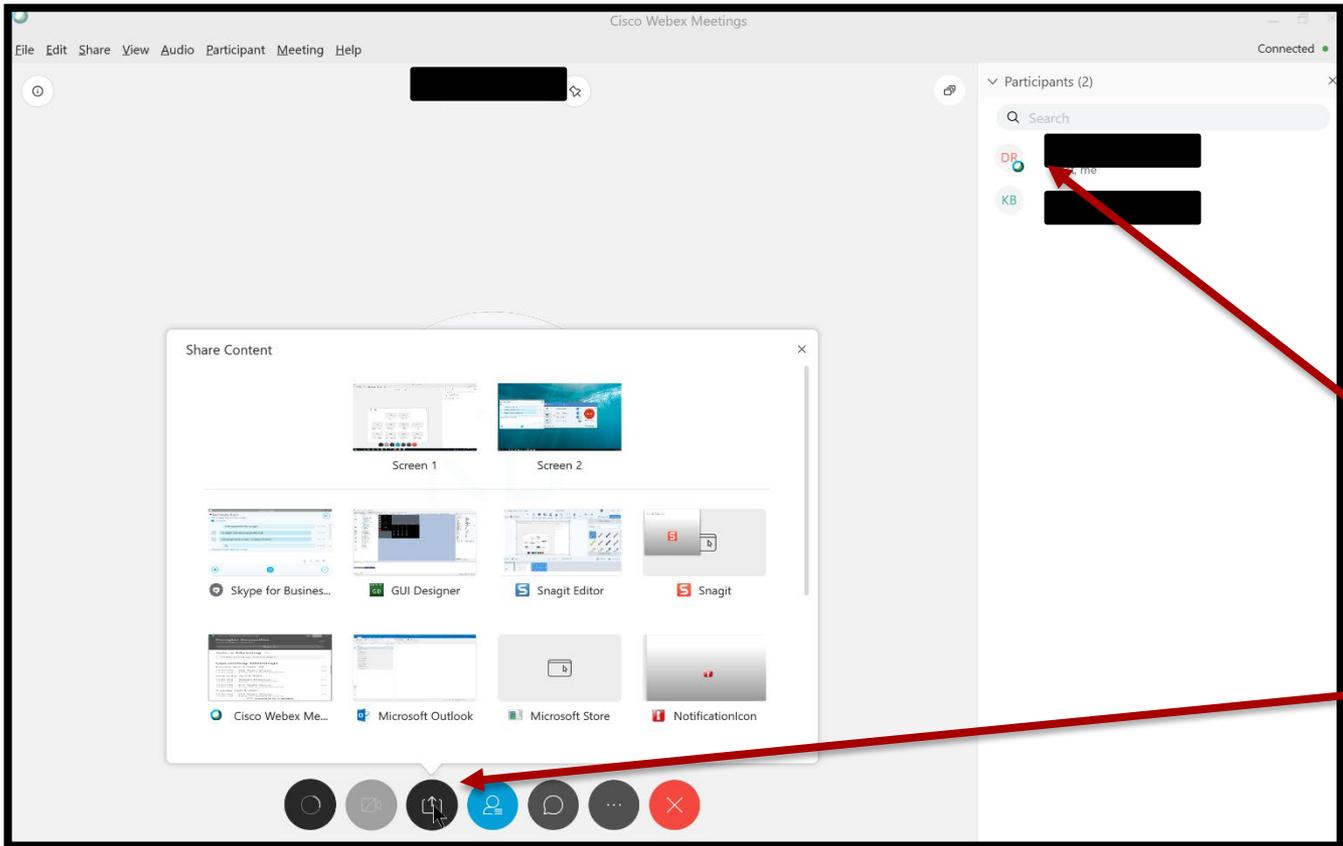
Before the meeting starts, start the meeting and have the future host or presenter join the meeting for testing.



1. Right click on the individual you would like to be the new host or presenter.
2. Click “Change Role To”
3. Click “Presenter” or “Host”

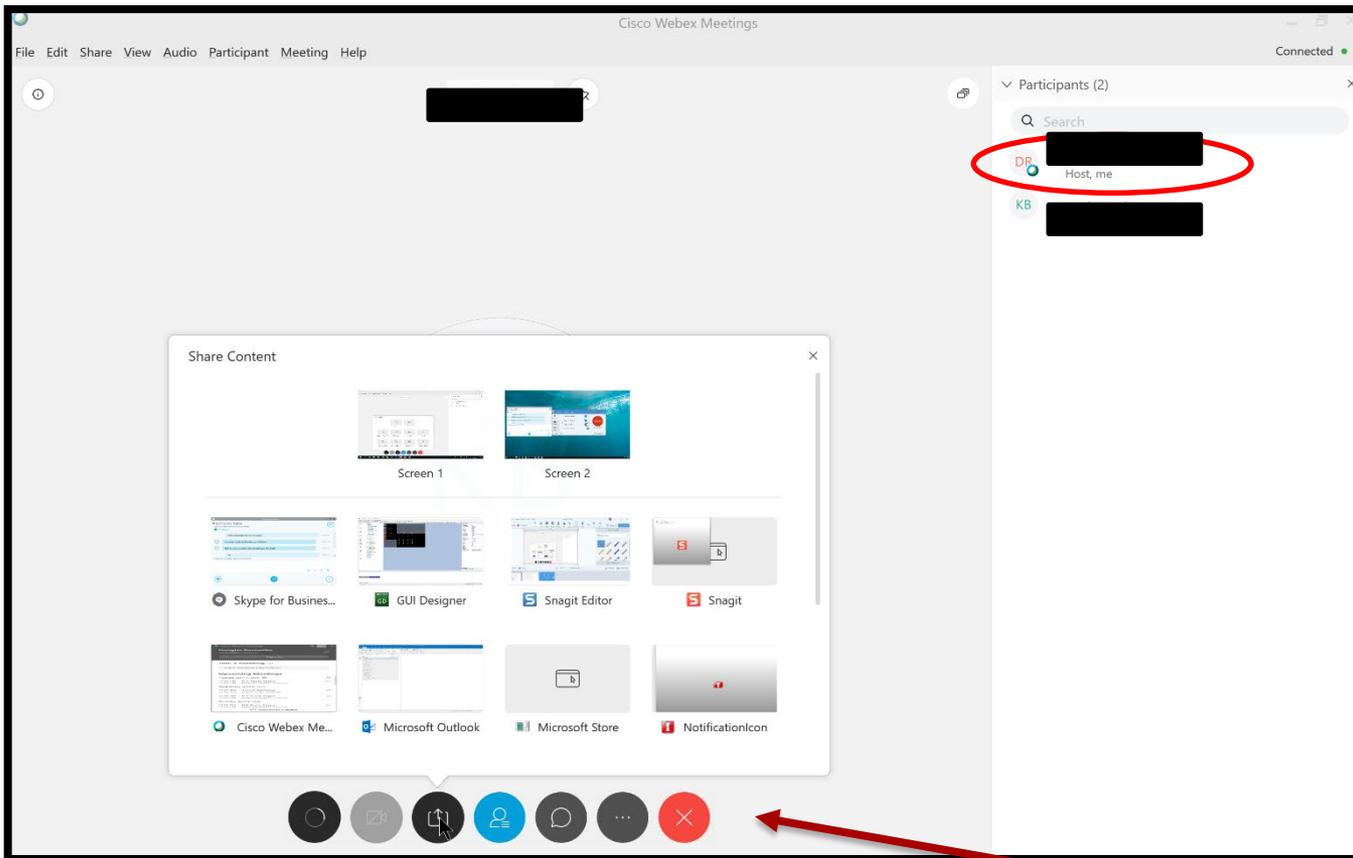
NOTE: Selecting “Presenter” will give them the power to present only. Selecting “Host” gives them full control of the meeting and you can leave the meeting if needed.

Changing Roles: For New Presenter



1. You will get a pop up that reads “You are now the Presenter.”
2. Under your name in the participant list, it will say “me, Presenter.”
3. You will have the ability to present.

Changing Roles: For New Host



1. When you are made the host, there is no major notification.
2. In the participant list under your name, it will say “me, Host.”
3. You will have full control over the meeting.

NOTE: Ensure that you can present and all controls work before the original host leaves the meeting.

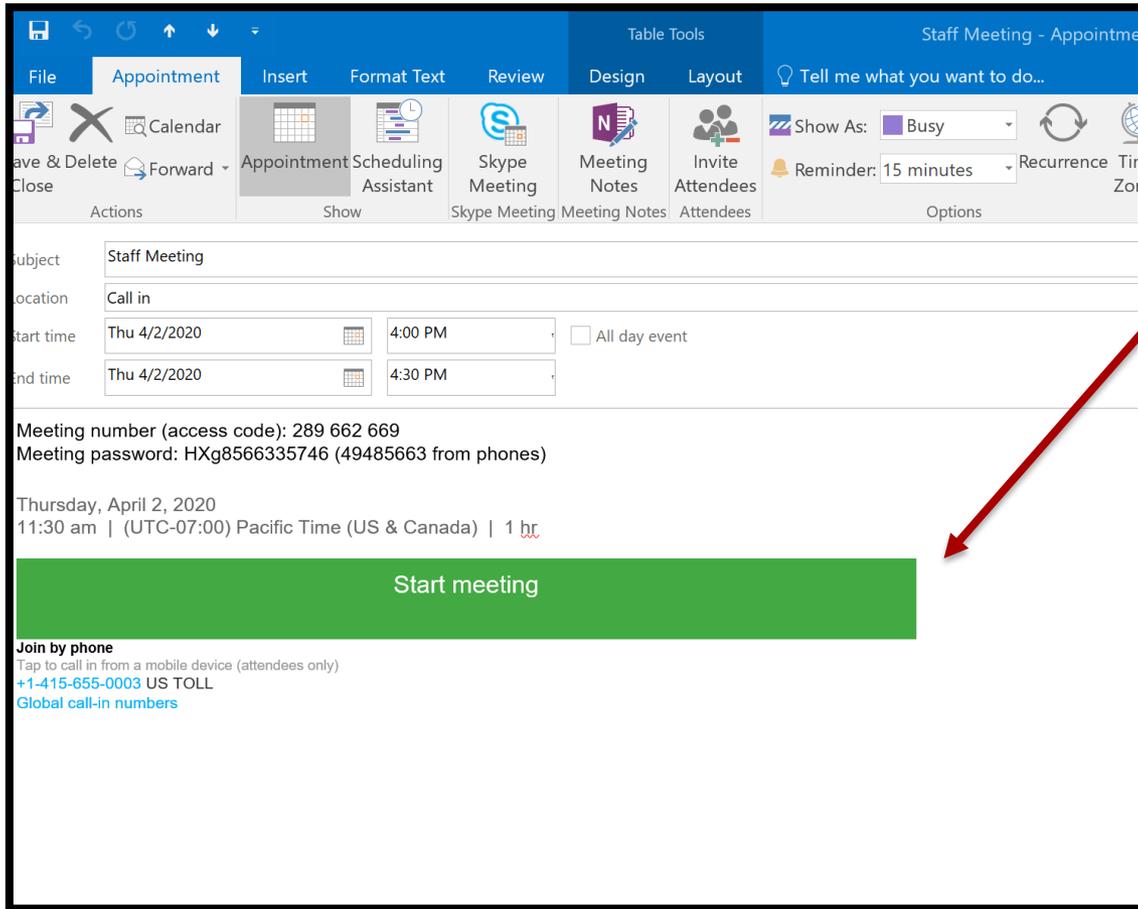
ATTENDING

Instructions for
SCHEDULING
a WebEx Meeting

Instructions for
HOSTING
a WebEx Meeting

Attending a WebEx

Before the meeting starts, ensure your computer/laptop is muted and your web cam is turned off. This means the device itself, not just your VDI.



The screenshot shows a Microsoft Outlook appointment window for a "Staff Meeting". The appointment is scheduled for Thursday, April 2, 2020, from 4:00 PM to 4:30 PM. The subject is "Staff Meeting" and the location is "Call in". The meeting number (access code) is 289 662 669, and the meeting password is HXg8566335746. A green button labeled "Start meeting" is prominently displayed at the bottom of the appointment details. A red arrow points from the text "1. Click 'Start/Join Meeting'" to this button.

File Appointment Insert Format Text Review Design Layout Tell me what you want to do...

Calendar Appointment Scheduling Skype Meeting Meeting Notes Invite Attendees Show As: Busy Reminder: 15 minutes Recurrence Time Zone

Subject: Staff Meeting

Location: Call in

Start time: Thu 4/2/2020 4:00 PM All day event

End time: Thu 4/2/2020 4:30 PM

Meeting number (access code): 289 662 669
Meeting password: HXg8566335746 (49485663 from phones)

Thursday, April 2, 2020
11:30 am | (UTC-07:00) Pacific Time (US & Canada) | 1 hr

Start meeting

Join by phone
Tap to call in from a mobile device (attendees only)
+1-415-655-0003 US TOLL
[Global call-in numbers](#)

1. Click **“Start/Join Meeting”**

Attending a WebEx

Follow steps to download WebEx Desktop Application or skip to next slide if already downloaded.

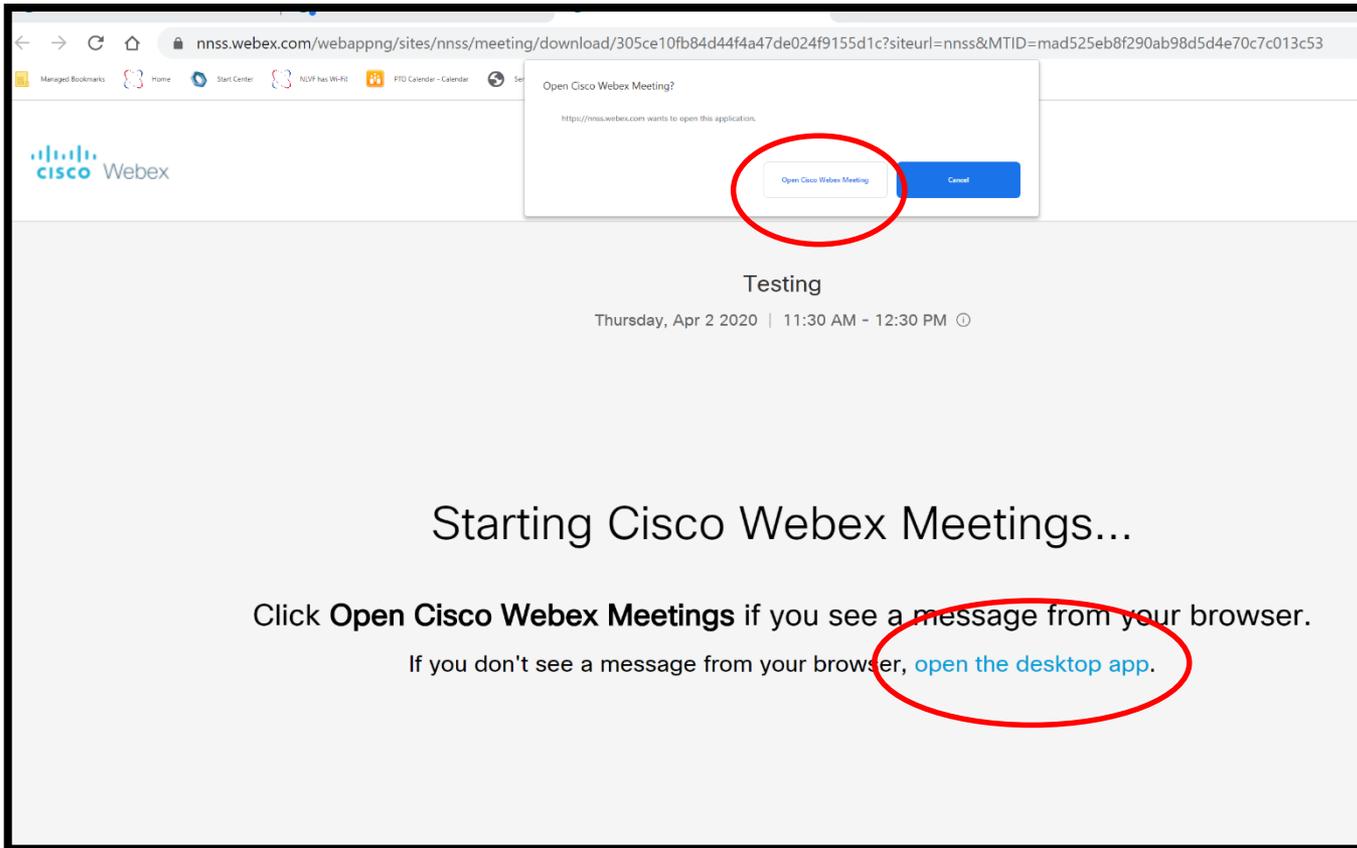
2. Once download begins click **“Save”**
3. Click **“Open”**

The image is a composite of three screenshots illustrating the process of downloading and installing the Cisco WebEx Desktop Application.

- Top Left:** A 'Save As' dialog box is open, showing the file name 'ZoomInstaller.exe' and the save location 'Downloads'. The 'Save' button is circled in red.
- Top Right:** A screenshot of a WebEx meeting page titled 'Testing' with a time of 12:03. A blue button labeled 'Click here to install webex.exe' is visible at the bottom.
- Bottom:** A screenshot of a WebEx meeting page titled 'Testing' with a time of 9:57. A blue button labeled 'Click here to install webex.exe' is visible at the bottom. Below the button, a download progress bar shows 'ZoomInsta...ler.exe' with a red circle around the download icon.

Attending a WebEx

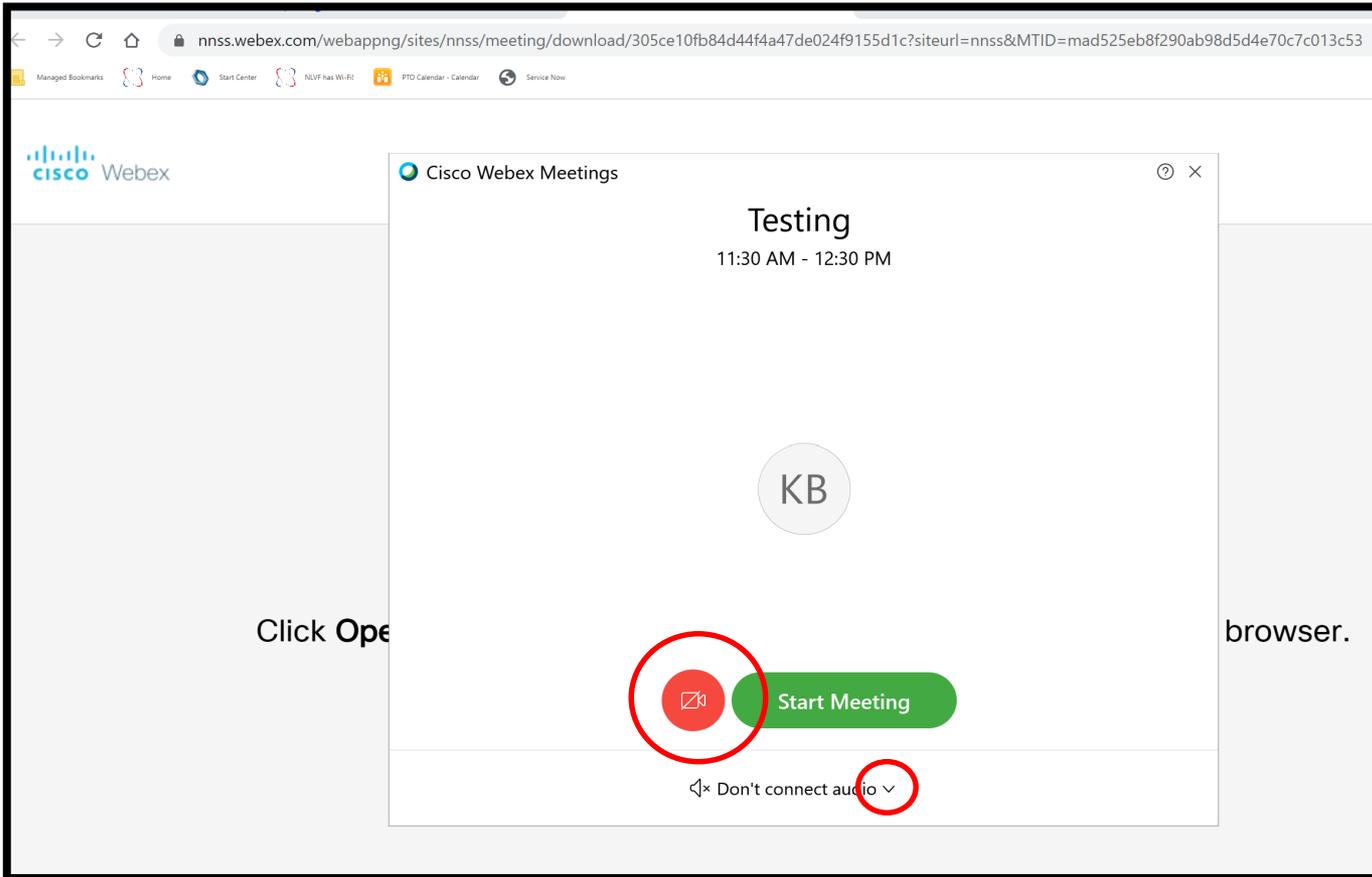
Follow steps if you already have WebEx Desktop Application downloaded.



The screenshot shows a web browser window with the URL `nss.webex.com/webappng/sites/nss/meeting/download/305ce10fb84d44f4a47de024f9155d1c?siteurl=nss&MTID=mad525eb8f290ab98d5d4e70c7c013c53`. A dialog box titled "Open Cisco Webex Meeting?" is displayed, asking to open the application. The "Open Cisco Webex Meeting" button is circled in red. Below the dialog, the page content includes the Cisco Webex logo, the word "Testing", and the date and time "Thursday, Apr 2 2020 | 11:30 AM - 12:30 PM". The main heading is "Starting Cisco Webex Meetings...". Below this, there is a text instruction: "Click **Open Cisco Webex Meetings** if you see a message from your browser. If you don't see a message from your browser, [open the desktop app.](#)" The link "open the desktop app." is also circled in red.

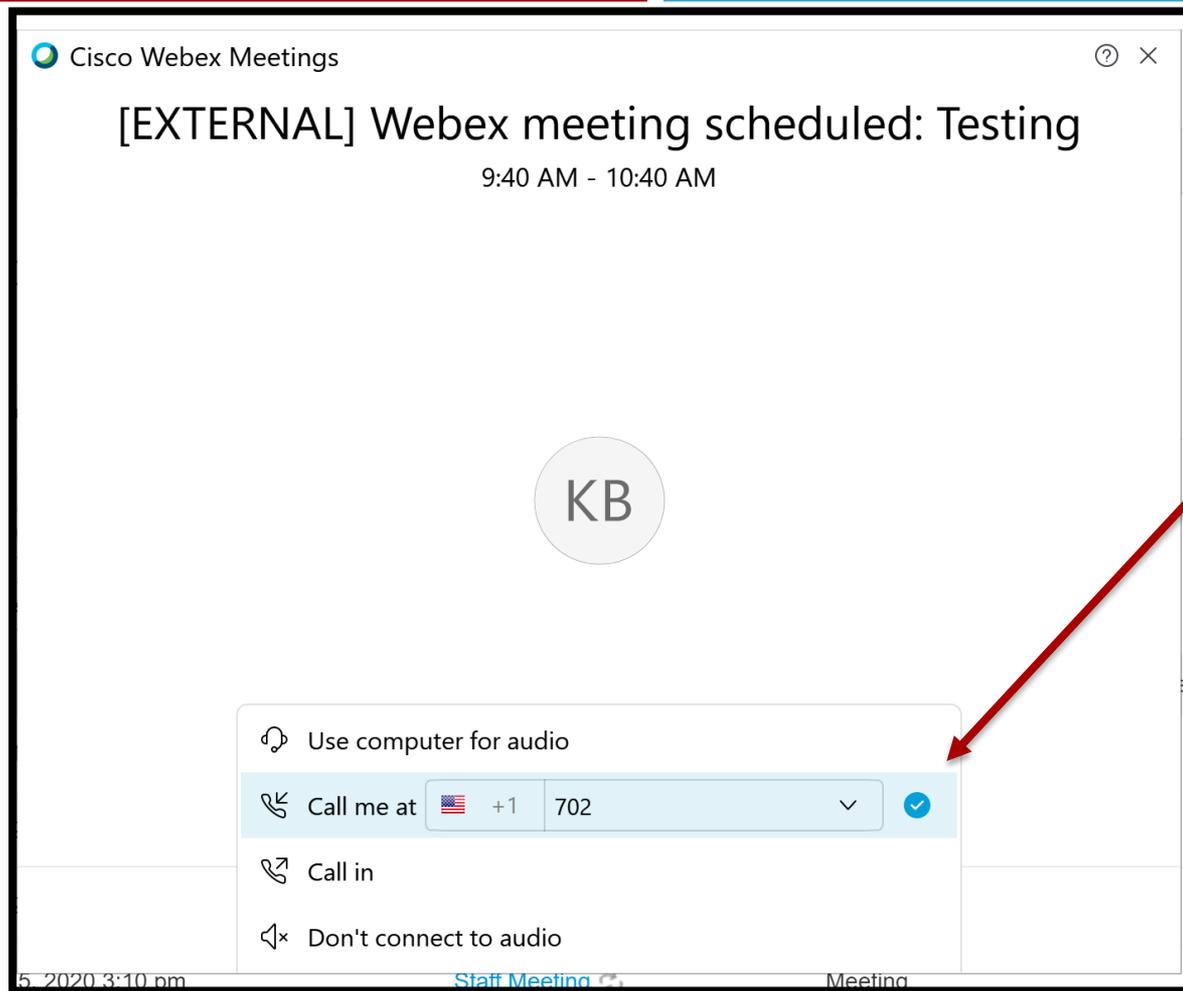
2. Click “**Open Cisco WebEx Meeting**”
3. Or click “**open the desktop app**”

Attending a WebEx



- 4. Turn your video off.
- 5. Click the audio arrow.

Attending a WebEx



Cisco Webex Meetings

[EXTERNAL] Webex meeting scheduled: Testing
9:40 AM - 10:40 AM

KB

Use computer for audio

Call me at 🇺🇸 +1 702 ⌵ ✔

Call in

Don't connect to audio

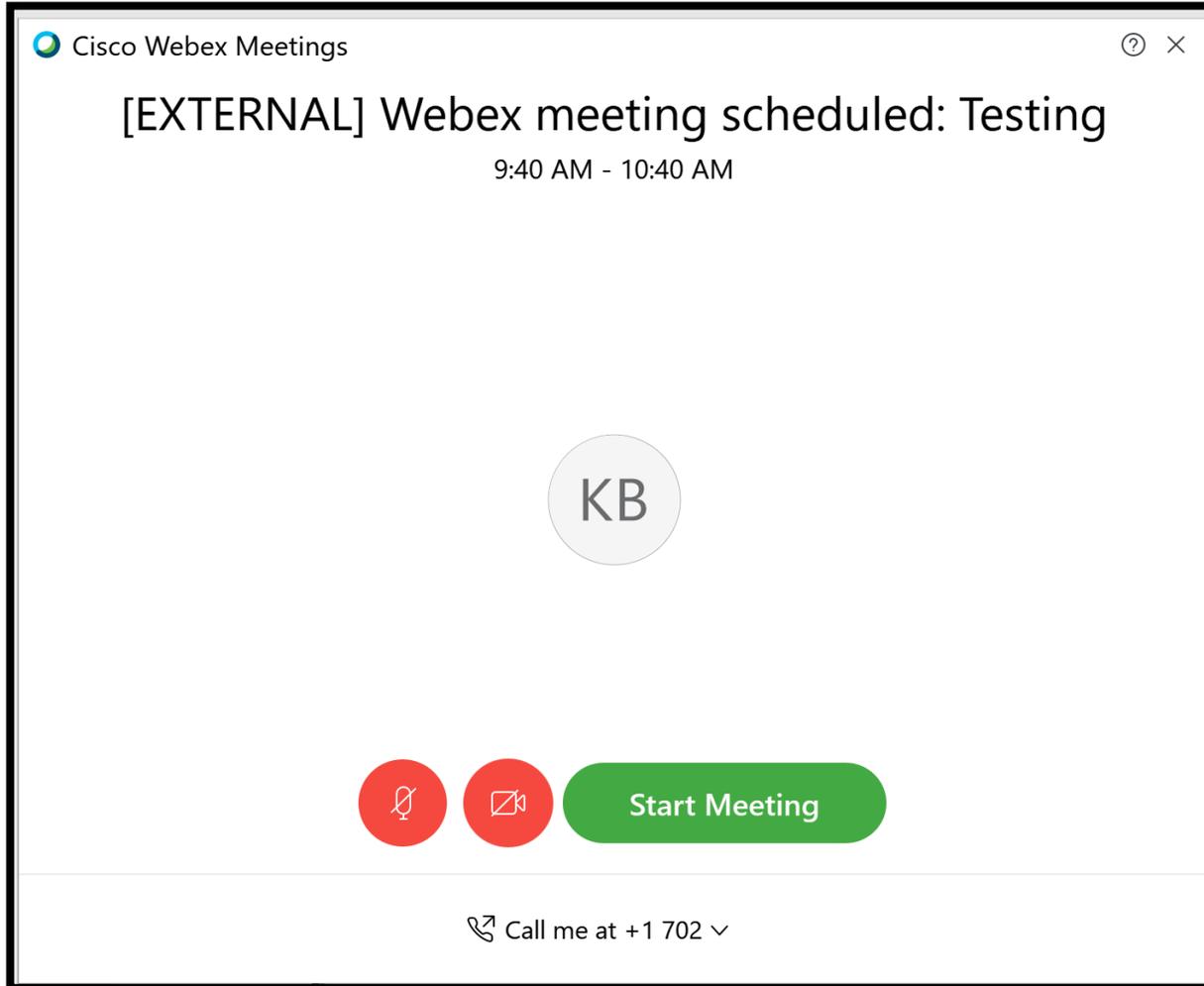
5/20/2020 3:10 pm Staff Meeting Meeting

The screenshot shows a Cisco Webex Meetings window. At the top, it says "Cisco Webex Meetings" with a help icon and a close button. Below that, the meeting title is "[EXTERNAL] Webex meeting scheduled: Testing" and the time is "9:40 AM - 10:40 AM". In the center, there is a large grey circle with the initials "KB". At the bottom, there is a menu with four options: "Use computer for audio", "Call me at", "Call in", and "Don't connect to audio". The "Call me at" option is highlighted in light blue and has a red arrow pointing to it from the right. The "Call me at" option shows a phone icon, a dropdown menu with a US flag, the number "+1 702", a dropdown arrow, and a blue checkmark. The bottom status bar shows the time "5/20/2020 3:10 pm" and the meeting name "Staff Meeting Meeting".

6. Click **“Call me at”**

7. Enter your phone number.

Attending a WebEx

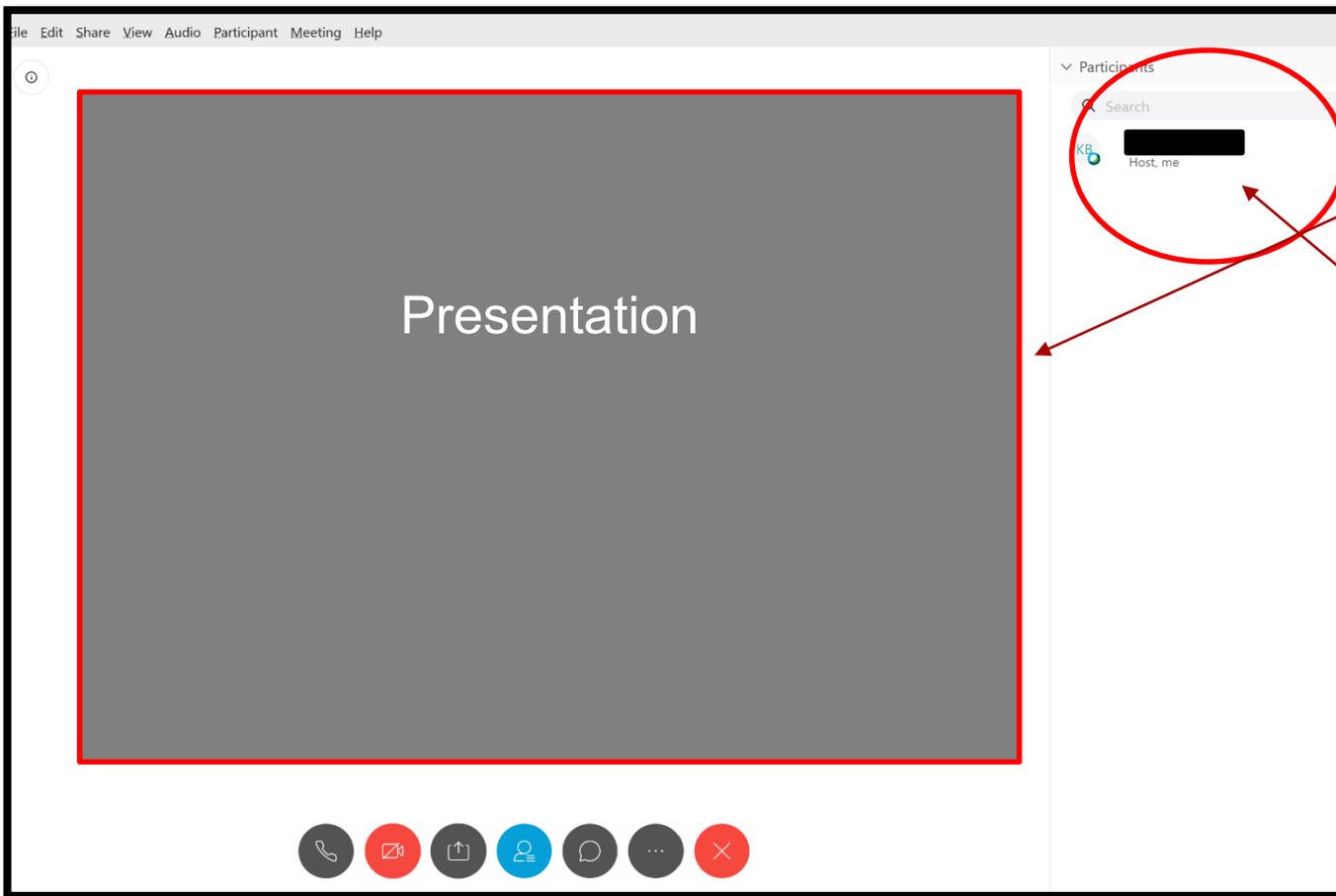


8. Click **“Start Meeting”**

9. WebEx will call you.

NOTE: The host must be present for the meeting to start.

Attending a WebEx



- 10. Screen share will appear here.
- 11. Attendees will appear here.
- 12. Enjoy your meeting!

Don't forget to mute your phone when you're not talking!

Questions?

If you require additional support, please contact Cisco at 866-229-3239.

Instructions for
SCHEDULING
a WebEx Meeting

Instructions for
HOSTING
a WebEx Meeting

Instructions for
ATTENDING
a WebEx Meeting