

How to join a Webex meeting

1. Open the meeting invitation in your email app and click "Join."



2. If this is your first time joining a Webex meeting on your computer, Webex will automatically prompt you to download the app. Click the installer in your browser's download center to install the app OR click "Join from your browser."

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- **3.** Follow the instructions to enter your email address and other information if requested.
- **4.** You might be asked to enter a password for the meeting, If so, you can find it in the email invitation.
- 5. On the Webex meeting window, configure the audio and video for the meeting.

6. You can also show or hide video, and choose if you want to start the call with audio or mute your microphone.

7. When you're ready, click "Join Meeting.





You can join a Webex meeting from your iPhone, iPad, or Android device. Before you get started, install the <u>Webex app for iOS</u> or the <u>Webex app for Android</u>

1. Open the meeting invitation in your email app and click "Join." The Webex app will start automatically.

2. In the Webex app, choose to show or hide your video and whether you want to start the meeting with the audio muted.

3. When you're ready, tap "Join."

