Join a WebEx Meeting using Internet Explorer.

1. Click the join the meeting link in the meeting invitation email you received.

🔟 📙 🕤 🦿 🛉 y 🧣 👻 (Forward to others) WebEx meeting invitation: Scheduled Meeting 9/15/2016 8:40 AM - Message (HTML)	?	不	_		×
FILE MESSAGE ADOBE PDF					
Thu 2016-09-15 8:42 AM					
Gary Low < messenger@webex.com>					
(Forward to others) webex meeting invitation: Scheduled Meeting 9/15/2016 8:40 AM					
If there are problems with how this message is displayed, click here to view it in a web browser.					
Message WebEx_Meeting.ics (4 KB)					
Hello,					
Gary Low invites you to join this WebEx meeting.					
Scheduled Meeting 9/15/2016 8:40 AM					
Saturday, September 17, 2016					
2:00 pm Eastern Daylight Time (New York, GMT-04:00) 3 hrs					
Meeting number (access code): 733 170 901					
Meeting password: VWPAwuHs					
Add to Calendar When it's time, join the meeting.					
Join by phone					
+1416-915-8942 Canada Toll					
Global call-in numbers					
Carl is in the most of					
Can't join the meeting ?					
IMPORTANT NOTICE: Please note that this WebEx service allows audio and other information					
sent during the session to be recorded, which may be discoverable in a legal matter. By joining					
this session, you automalically consent to such recordings. If you do not consent to being					-
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					—
Gary Low Webtx meeting scheduled: Scheduled Meeting 9/15/2016 8:40 AM		\sim	~		^

2. When the Meeting Room screen appears as illustrated below, enter your name and email address in the boxes provided.

dialo WebEx	
A	
Meeting Ro	English : New York Time
Thursday, Septembe	r 15, 2016 9:57 am Eastern Daylight Time (GMT-04:00) 1 hour 😑 Started
Host: Gary Low A	dd to my calendar
 More information 	
Your name:	
Email address:	
	Join
	If you are the host, start your meeting.
	By joining this meeting, you are accepting the Cisco WebEx Terms of Service and Privacy Statement.

3. After you enter your name and email address, click on the "Join" button to continue.

duli WebEx	
<	>
Meeting Ro	English : New York Time
Thursday, September	15, 2016 9:57 am Eastern Daylight Time (GMT-04:00) 1 hour 🔵 Started
Host: Gary Low Ad	d to my calendar
More information	
Your name:	Michelle
Email address:	michelle@oecta.on.ca
	Join
	If you are the host, start your meeting.
	By joining this meeting, you are accepting the Cisco WebEx Terms of Service and Privacy Statement.

4. You may be prompted to accept the WebEx Add-On, click on the "Install" button that appears at the bottom of the screen.

FILE HOME INSERT PILE HOME INSERT Calibri (Body) - Paste B I U - abc	$\begin{array}{c c} DESIGN & PA \\ \hline G \\ 11 & A^{*} A^{*} & A \\ x_{2} & x^{2} & A \\ \end{array}$	GE LAYOUT REFEREN	InternetExplorerWebEx.c	AaBbCcbc AaBbCcbc Thormal Thorpac	LOPER ACROBAT ABBC(ABBCCE Heading 1 Heading 2	AaBI Title	GLS ? E - X Gary Low * Gary Low * Find * CReplace Select * This File *
Clipboard rs	Font	To Pa	ragraph r marked and the length of the second install the Ciss install the Ciss	Co WebEx add-on Co Webx add-on Co WebEx add-on Co Webex add-on Co Web	Styles		Editing WebEx
PAGE 3 OF 4 2 WORDS	ENGLISH (CANADA)	a					▼

- 5. The Add-On install program will download, click on the "Run" button to complete the installation.
- 6. The meeting room will load and the progress will be indicated.



7. Once the meeting room is fully loaded you will see a screen similar to the following. WebEx will attempt to start your camera automatically and may prompt you to start sharing. A list of participants including yourself should appear on the right hand side of the screen.

Che Edit Share View Audie Budicinant Meeting Hole	Cisco WebEx Meeting Center		_ 🗆 ×
Quick Start Meeting Info	New Whiteboard Participants	Chat Recorder	Notes 🗸
	 Participants 		¢ ×
GL Meeting Room Host: Gary Low Meeting number: 731 947 457 Record End Meeting	Speaking: GL Q Gary	Low (Host, me)	
Call Using Computer More Options Call Using Computer	Invite & Remind Copy Meeting URL		
alada Cisco			Connected •

8. Connect your Audio using the "Call Using Computer" icon. WebEx will use your computer Microphone and Speakers for Audio.

•	Cisco WebEx Meeting Center					-	□ ×
<u>File Edit Share View Audio Participant Meeting Help</u> Quick Start Meeting Info	e	• New Whiteboard	A= Participants	↓ Chat	Recorder	Notes	•
			 Participants 				¢ ×
GL Meeting Room			Speaking:	w (Host, me)			
Host: Gary Low Meeting number: 734 465 230						0	
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Audio Connection X							
V* I Will Call In							
) (💶)						
Using Computer for Audio							
More Ontions More On	ions Copy Meeting URI						
cisco						Connect	ed 🔍

To adjust or test your Audio connection click on the "More Options" button and click on "Change Settings". The "Computer Audio Settings" dialog box will appear. You can use the "Test" button to select the appropriate device and adjust volume levels.

Click on the "OK" button when done and click on "Call Using Computer" to connect your audio to the meeting.



9. You are now connected to the meeting.