

HOW TO GET WEBEX APP INSTALLED AND HOW TO USE IT



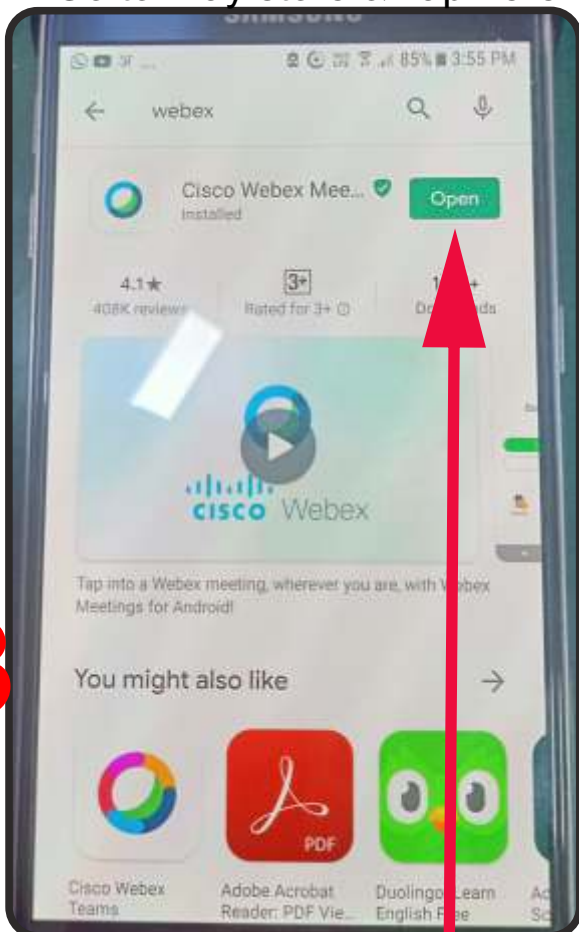
1

Go to Play store & Tap here



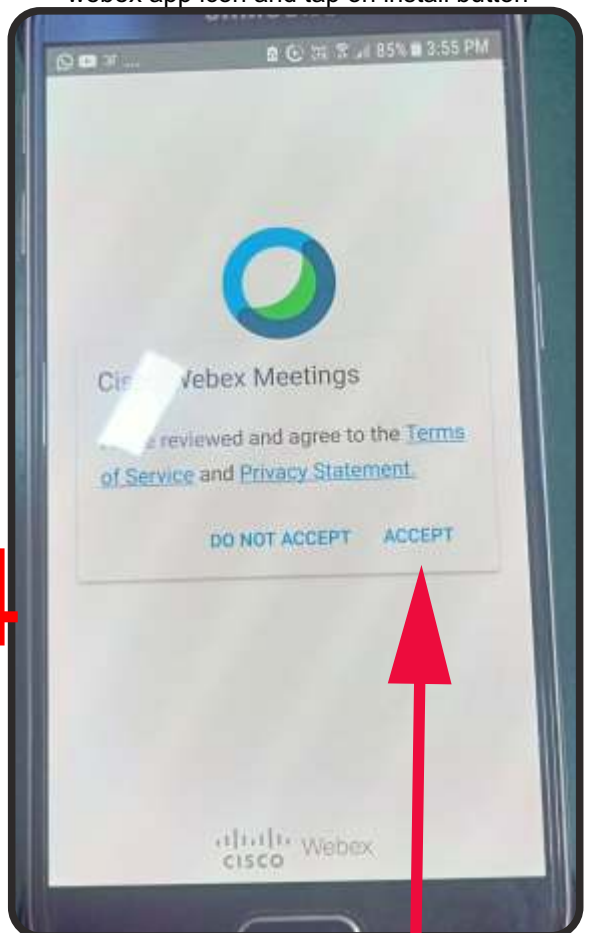
2

Type webex in finder box on top you will see webex app icon and tap on install button



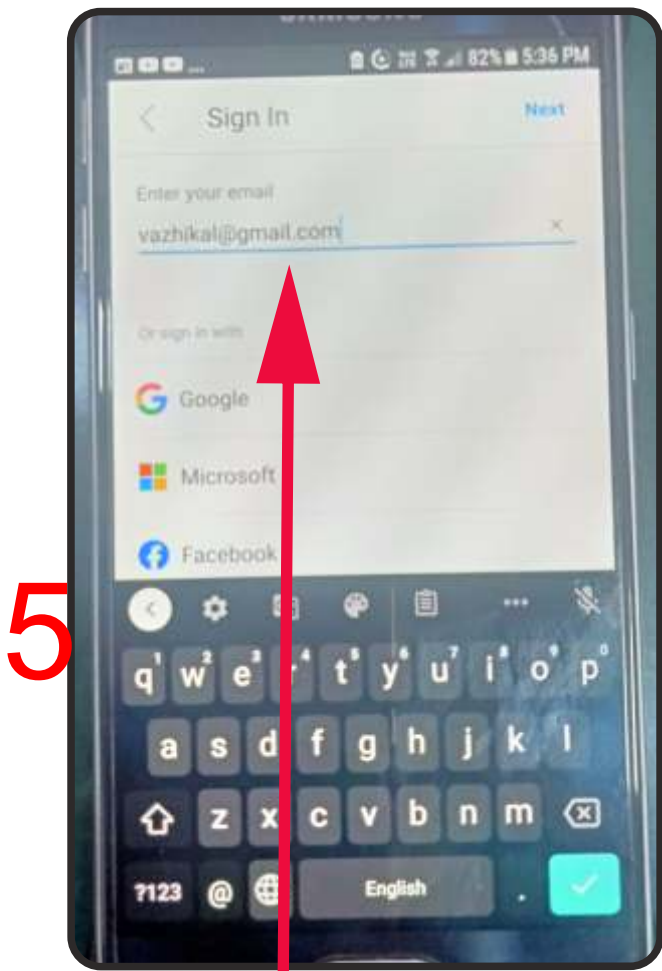
3

After installation is done tap on open button



4

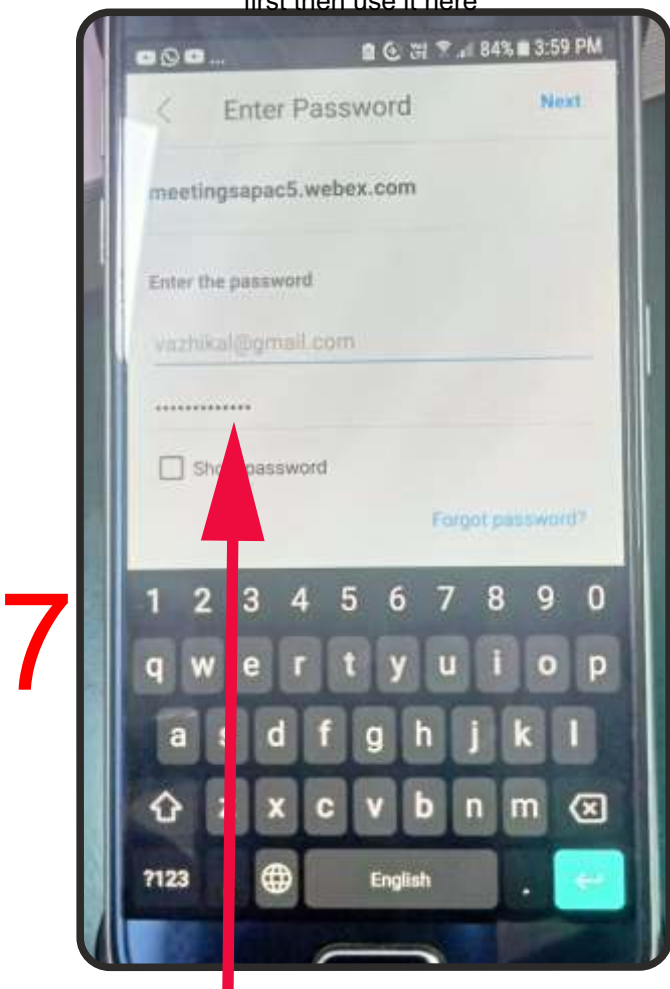
Tap on accept button



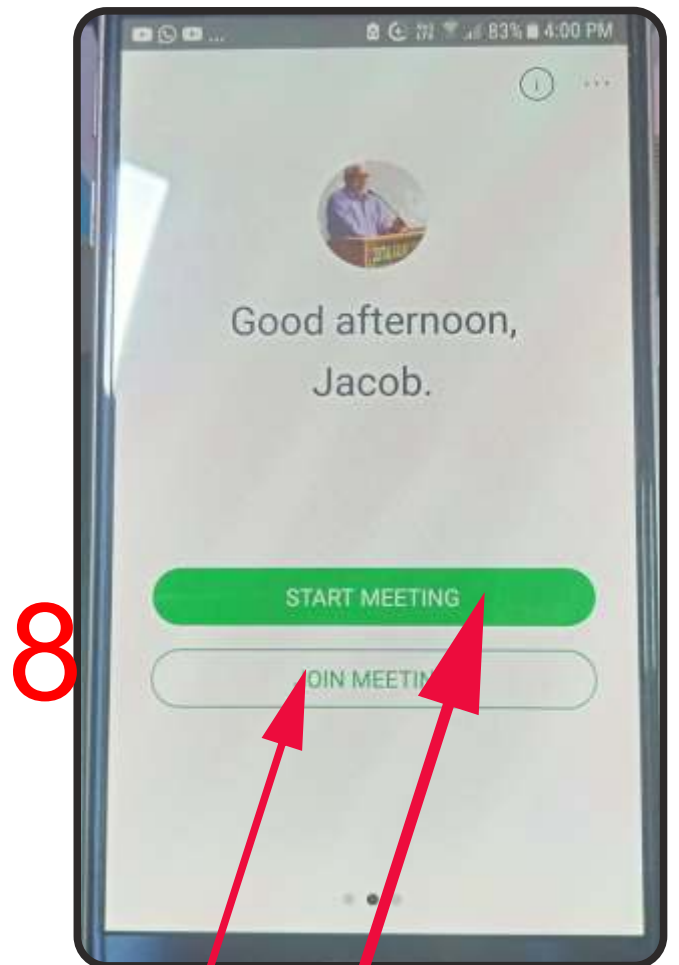
Type your own email account details here
If you don't have one then make an email id
first then use it here



Tap on your account details here given by webex



You will be prompted to key in
your password here



Now you can either host your meeting or Join someone
as the case may be. Teachers will tap on Start Meeting
but Students will tap on Join Meeting

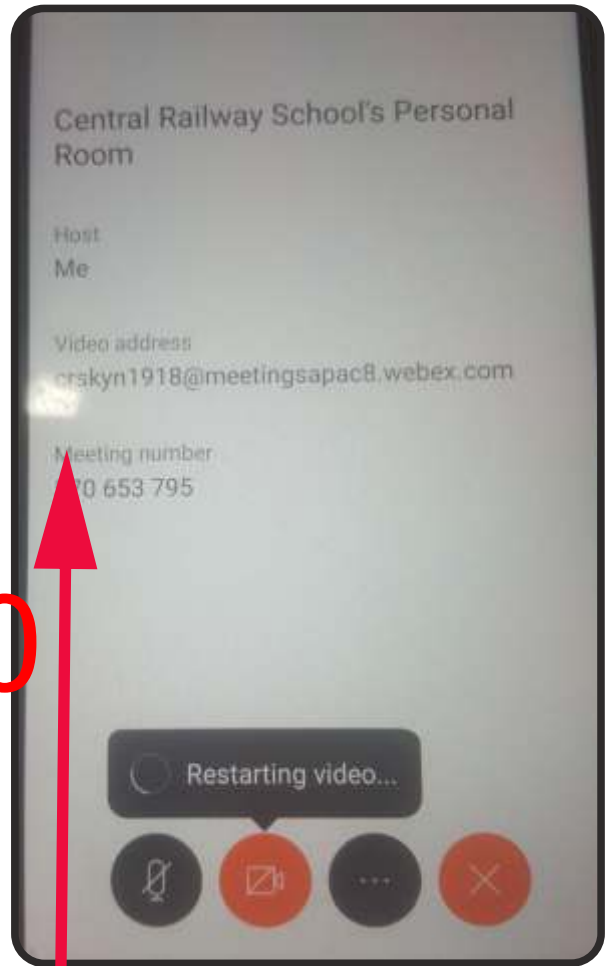
9



Third button is to share your content

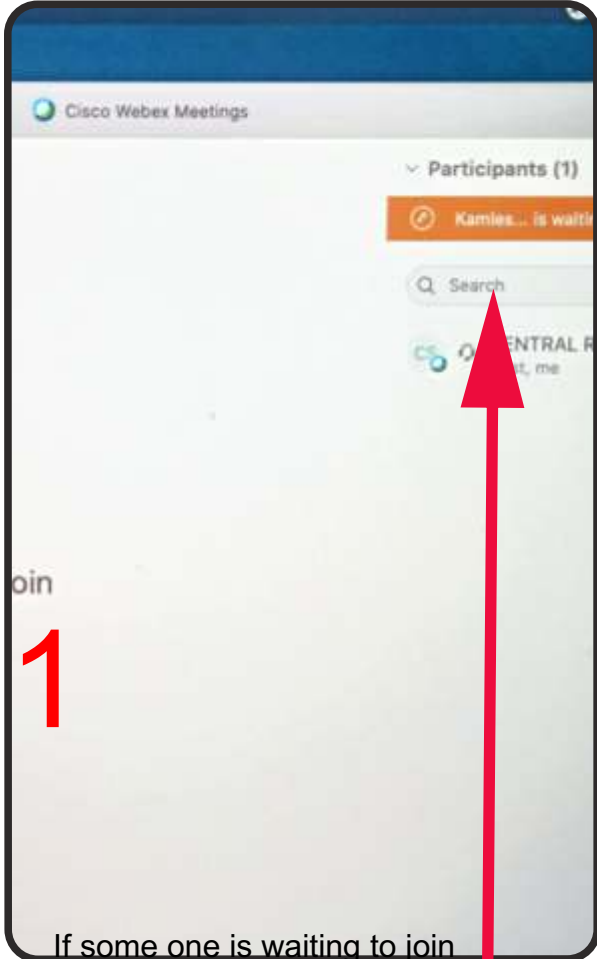
First button is to activate your mic so that you can talk. Second button for video

10



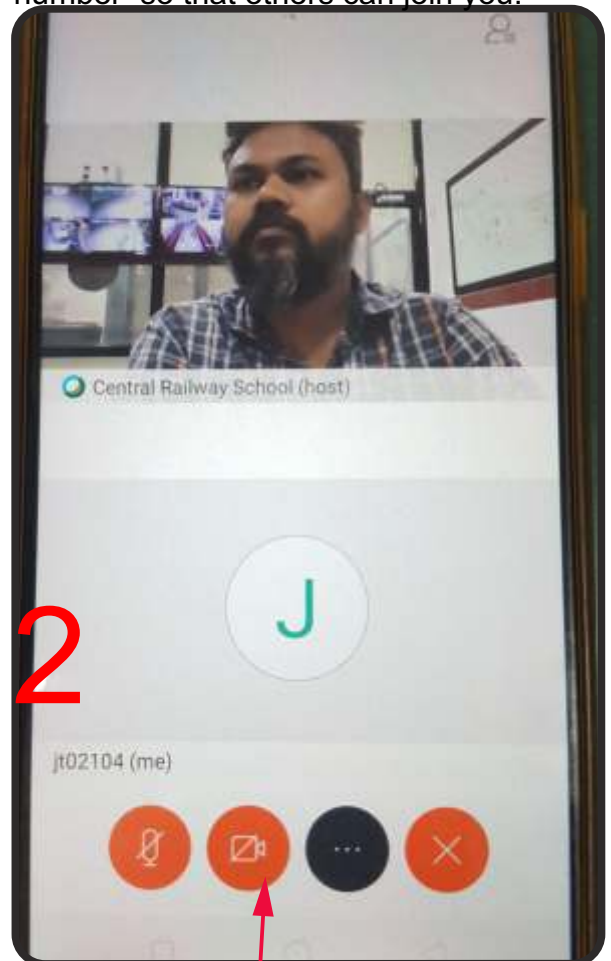
In the beginning your meeting number will be displayed like this. Share your number so that others can join you.

11



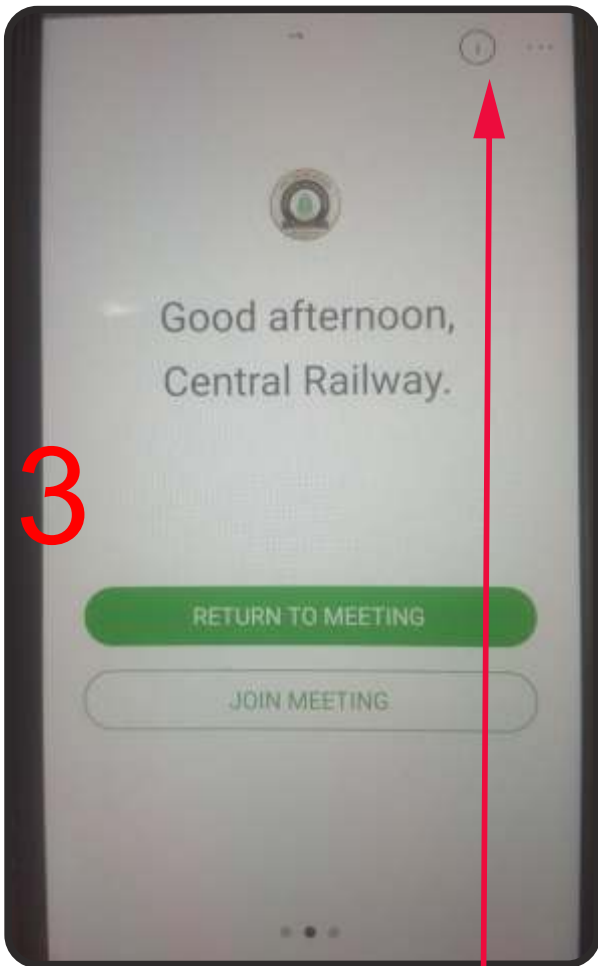
If some one is waiting to join your meeting it will be displayed like this. Tap on that to admit.

12



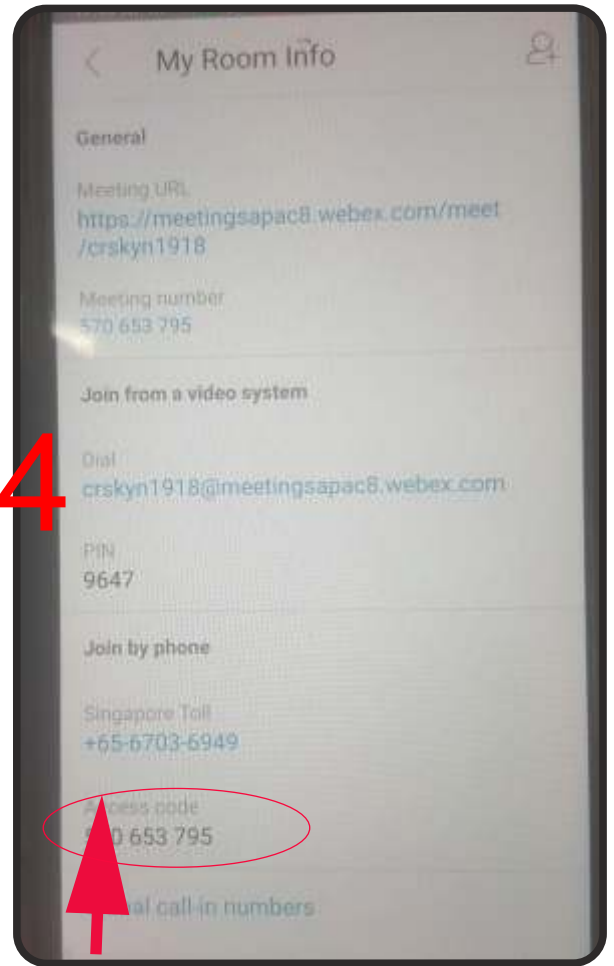
If you keep the video button inactive like this others can not see you

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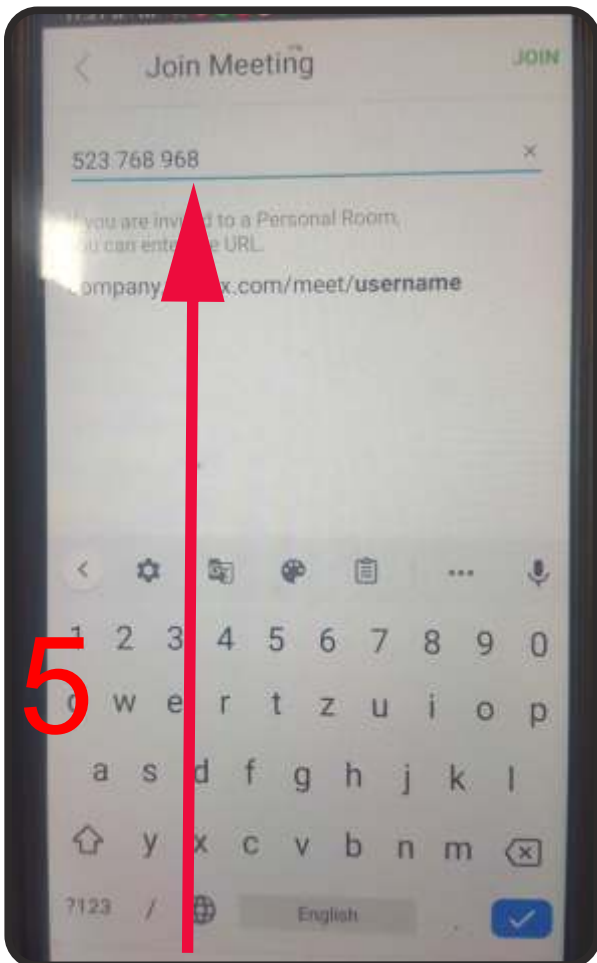
Tapping on this information button details of your account will be displayed

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This way your room information will be displayed, note this to share. Passcode is encircled

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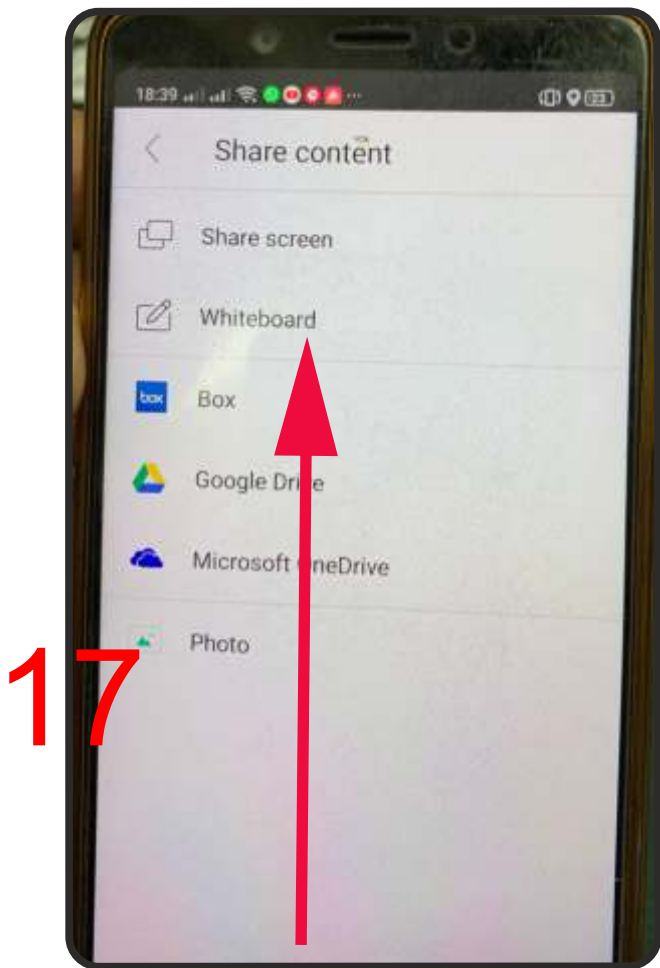


Ask others who want to join you to put the 9 digit passcode you shared on their mobile like this. After typing the code, let them tap the join button

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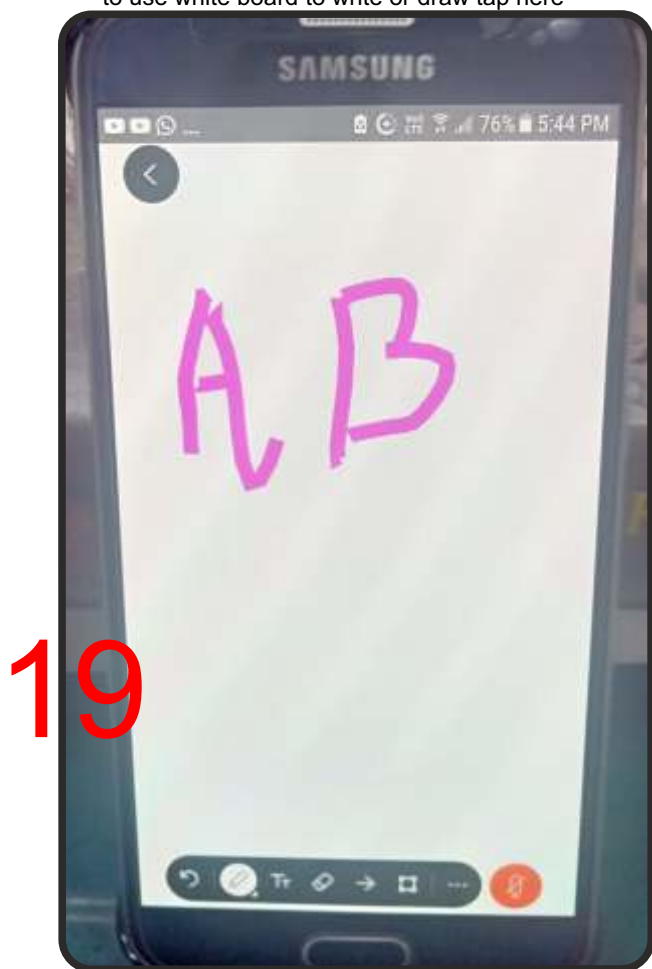
When you want to share any content with others tap the 3rd button of 3 dots as referred in page 3, the display is this, for sharing tap on share content as in arrow



On tapping the settings button you will be displayed this screen, if you want to use white board to write or draw tap here



On tapping this it turns into white now you can draw or write on this board by even choosing a colour

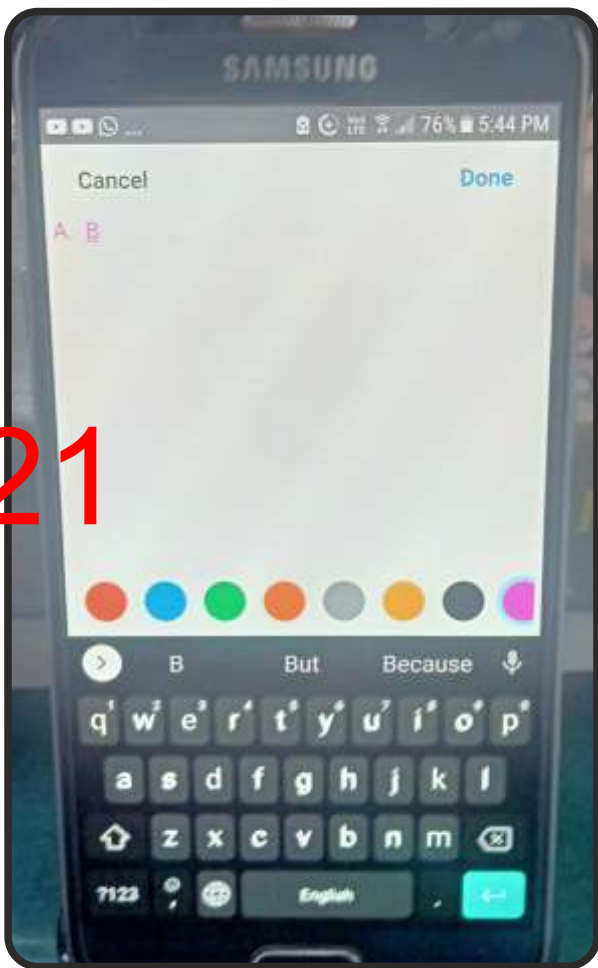


When you draw with your finger tips letters appear like this, you may use a blunt pencil also to write what you want



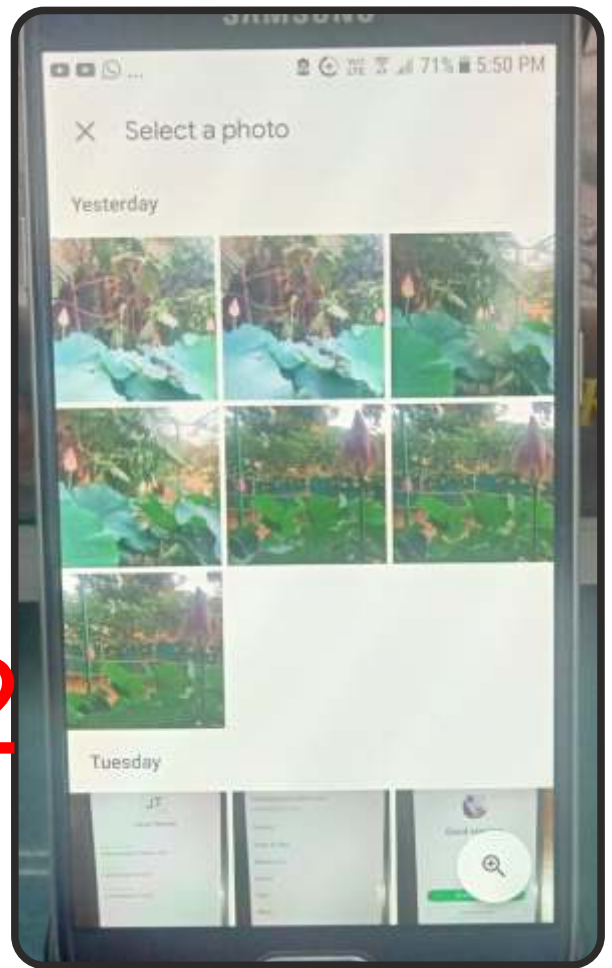
When you want to erase the content you can tap this eraser button and rub what you wrote with your fingers, it will slowly vanish

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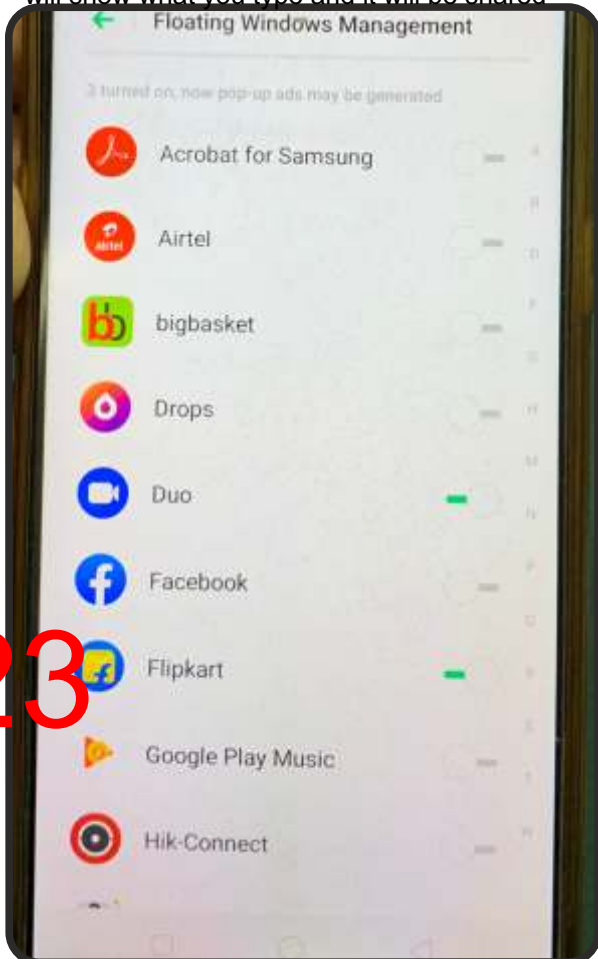
When you tap on T symbol and start typing Choosing the colour you like the white board will show what you type and it will be shared

22



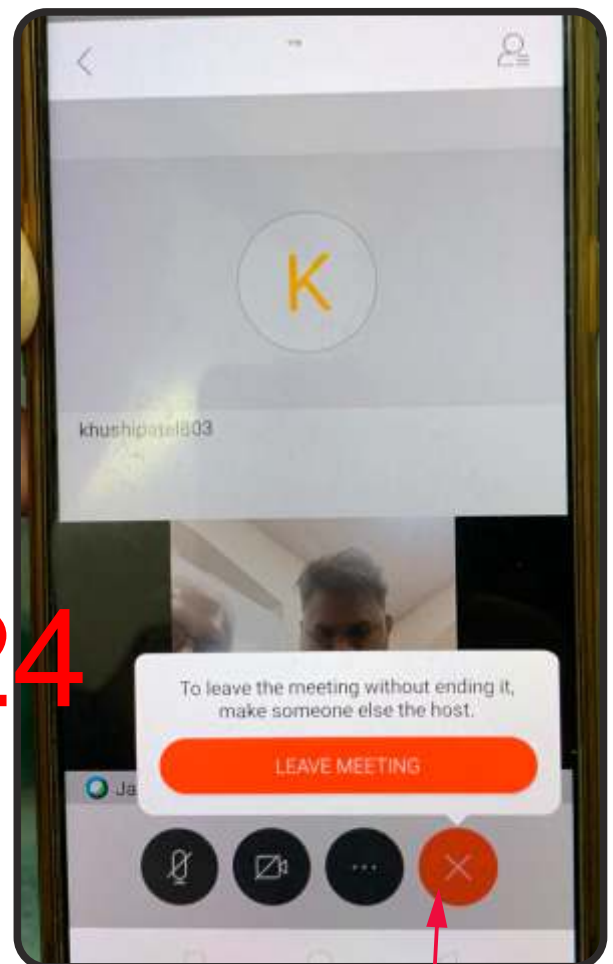
When you tap on the share content page on photos The photos in your mobile can be shared like this

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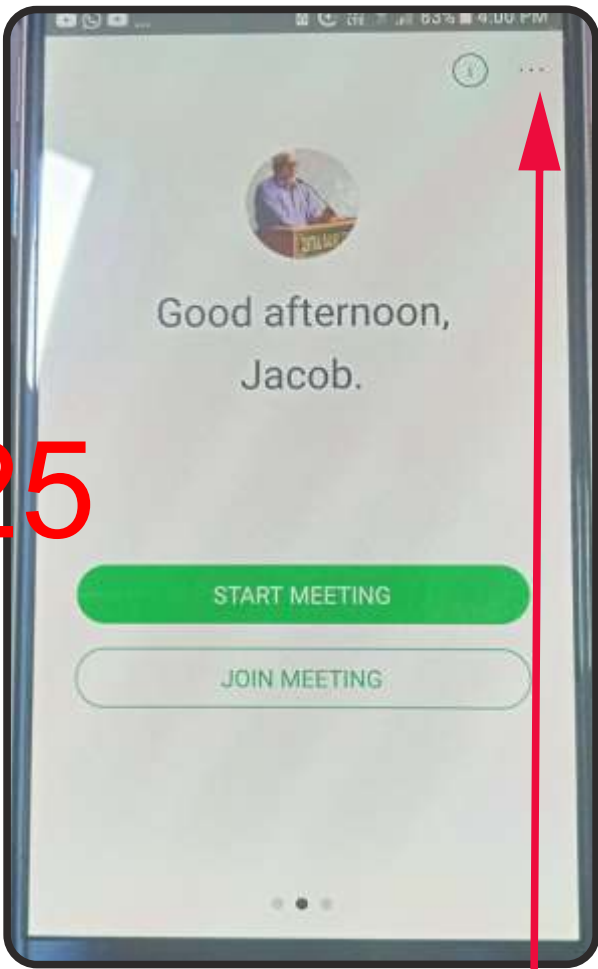
On share content page if you tap on screen your device screen can be shared like this

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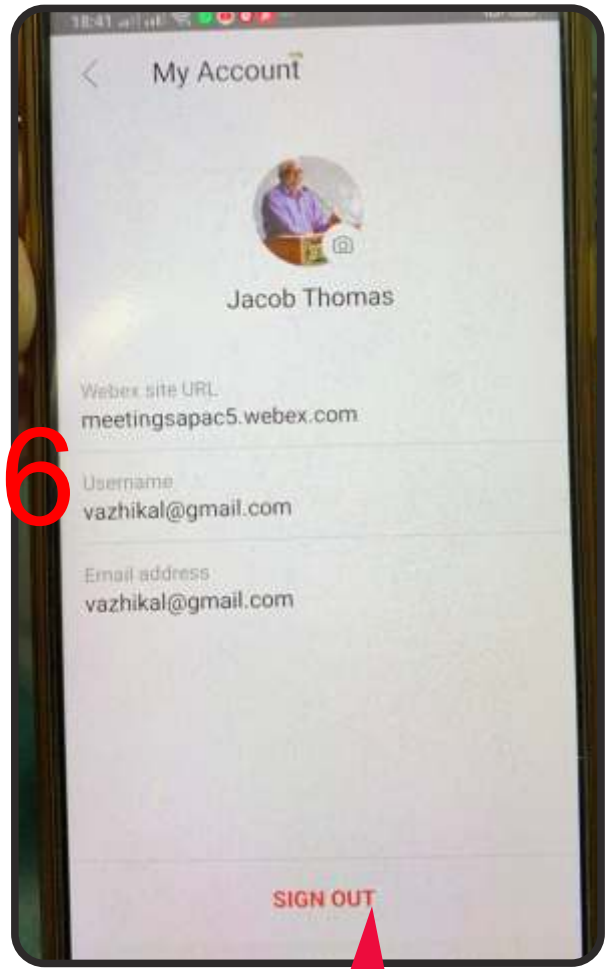
When you want to finish the meeting tap here on the last button and tap on the red tab appeared

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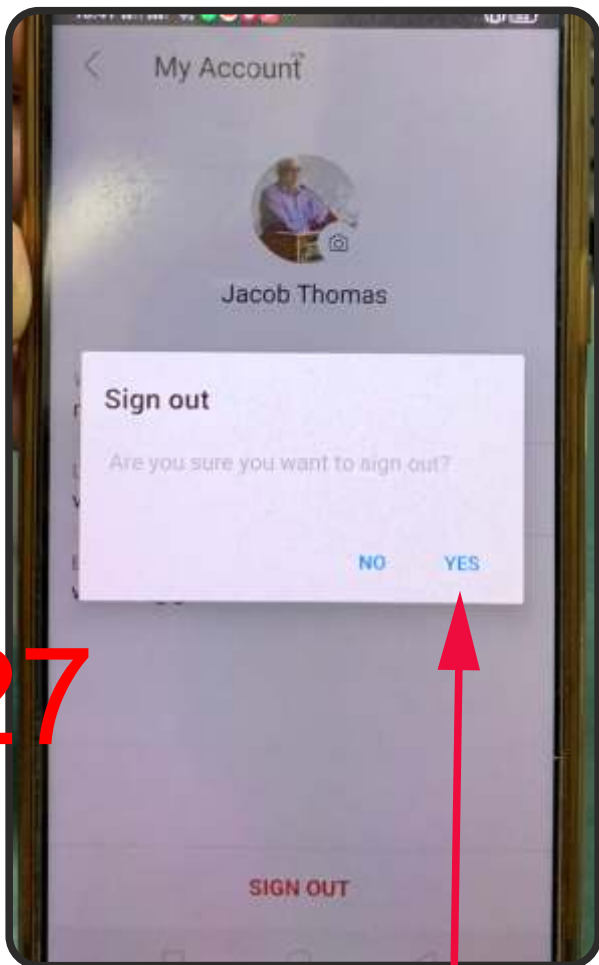
Tap here and go to your account settings

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Your screen will appear like this. Tap on sign out and ensure that you have signed out

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Your screen will appear like this. Tap on sign Yes and ensure that you have signed out

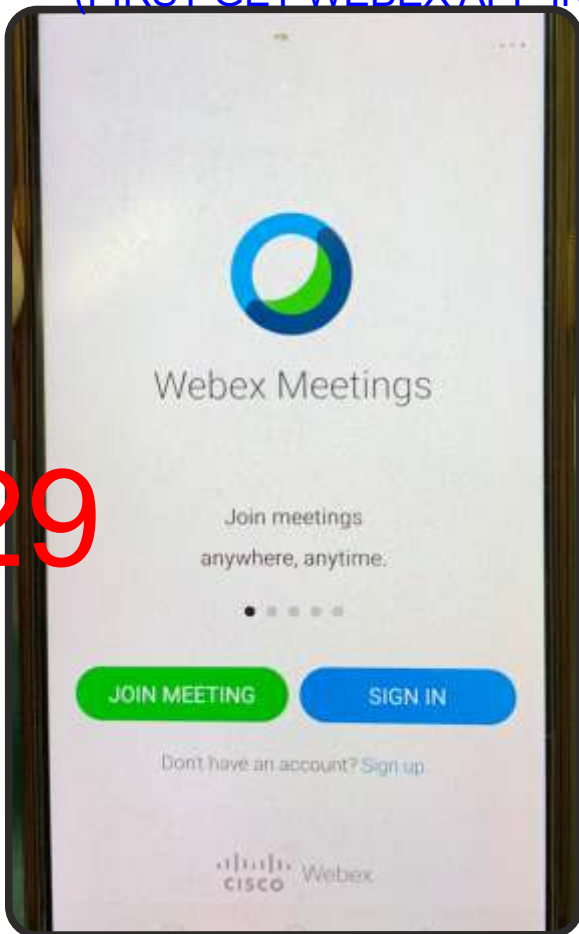
28



After you sign out your screen will look like this. If you don't see Join Tab and Sign in Tab like this it means you have not signed out.

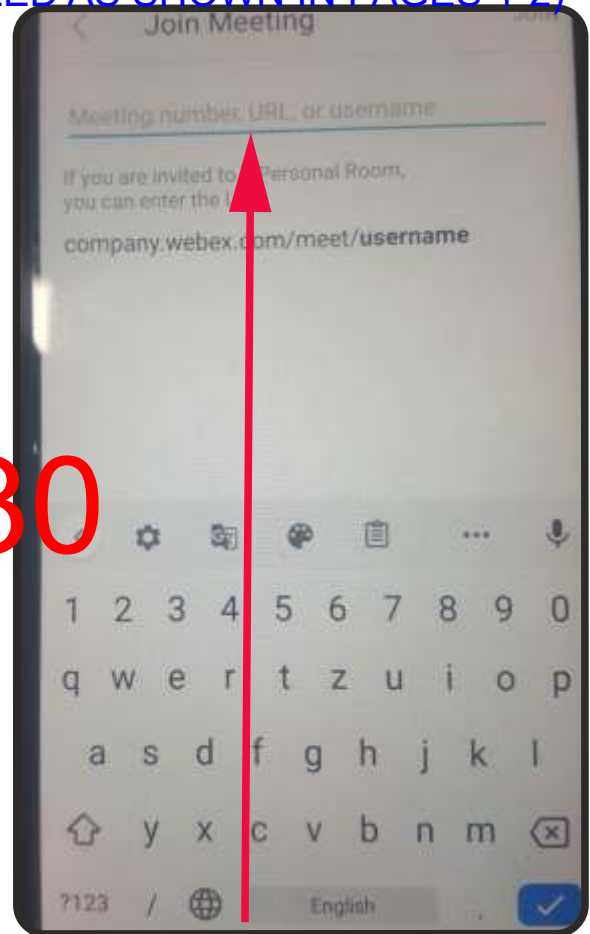
INSTRUCTIONS FOR PEOPLE WHO WANT ONLY TO JOIN MEETING
(FIRST GET WEBEX APP INSTALLED AS SHOWN IN PAGES 1-2)

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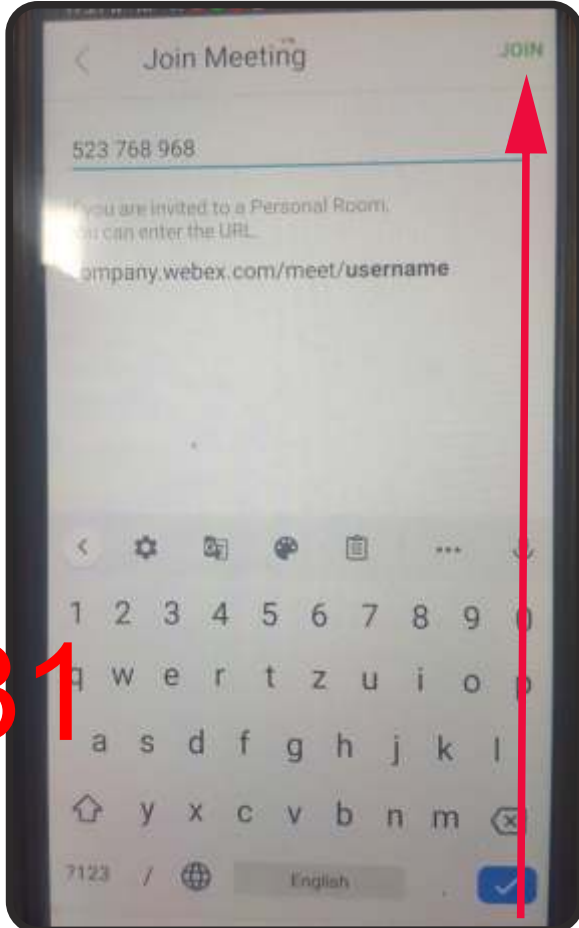
On tapping the webex icon on yur mobile Your screen will appear like this. Tap on Join Meeting.

30



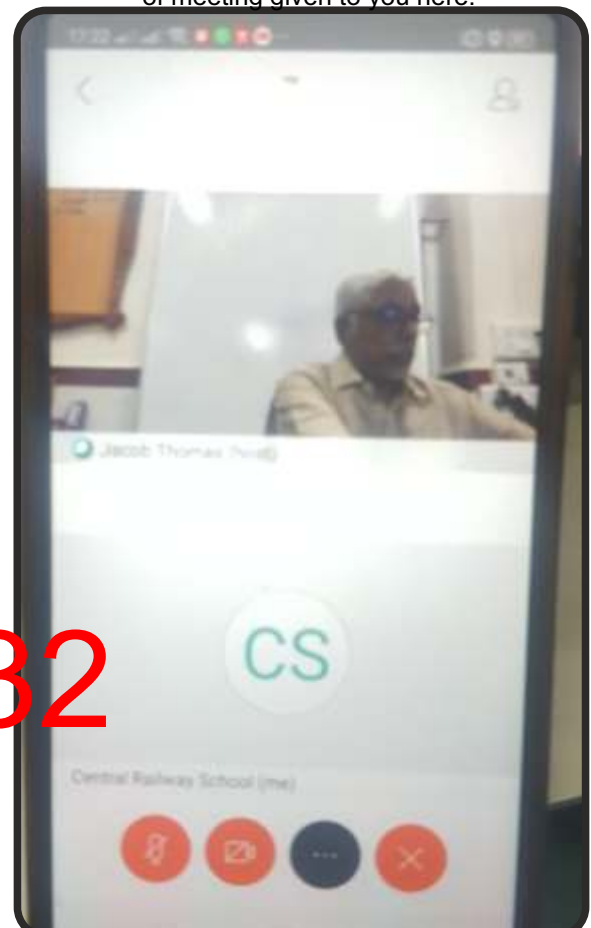
You will get a screen like this, type the pass code of meeting given to you here.

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Your screen will appear like this. Tap on Join that appears on the right top in green colour

32



Your screen will appear like this. Keep your Mic that appears on the bottom as first button in red and your video button in black by tapping them. When you want to talk keep Mic on