

### Installing the WebEx Application

The WebEx Meeting Center application is required to join meetings from your Android device. You can download the application from the Google Play store by using this [link](#) or search the app store using the keyword “WebEx”.

### Joining a Meeting

- Option 1:** Click the meeting link in your email invitation.
- Option 2:** Enter in the meeting number from within the WebEx application.

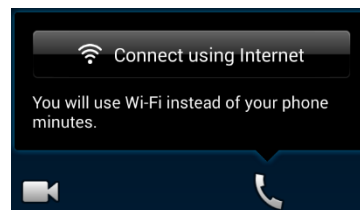
When joining a meeting, enter the following details on the **Join Meeting** page:

- Your name:** Enter the name you want attendees to use to identify you during the meeting.
- Email address:** Enter your email address. For example, [msmith@company.com](mailto:msmith@company.com).

### Using Voice-over-IP (VoIP) for Audio

VoIP allows you to communicate with meeting attendees using your mobile or wireless internet connection.

- The **Audio Conference** dialog box appears automatically on your screen upon joining a meeting, select **Connect using Internet**.



**Note:** WiFi connection recommended as data charges may be incurred if using your cell data connection.

### Meeting Panel Overview



1. Presentation
2. Meeting panel
  - Participant list
  - Invite
  - Leave meeting
3. Participant's video
4. Mute/un-mute mic
5. Send/stop your video
6. Connect/disconnect audio

**Tip:** You can pinch and zoom the presentation to magnify the presentation. You can also pinch and zoom the various participants' video feeds to change the focus of the main window.

You can find additional resources by visiting the Cisco WebEx User Guides section on the [MedIT WebEx site](#). For support, please contact the **MedIT Service**

Desk at 1.866.266.0666 Opt. 2