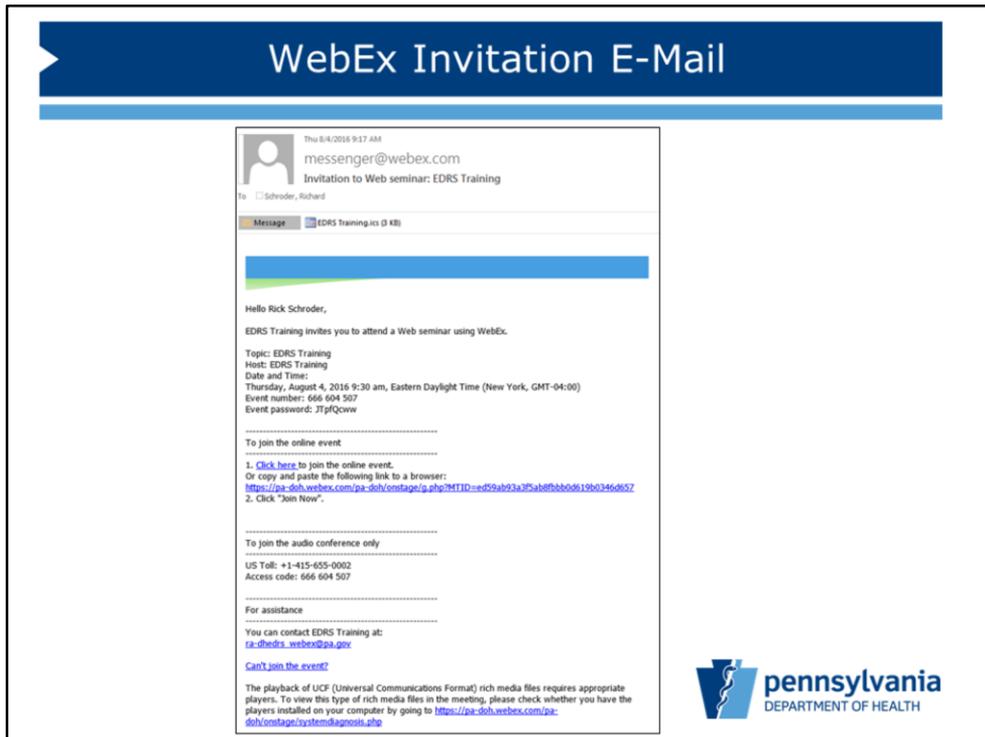




# Joining a WebEx



# WebEx Invitation E-Mail



This is what the WebEx invitation e-mail will look like.

# Joining the WebEx

-----  
To join the online event  
-----

1. [Click here](#) to join the online event.

Or copy and paste the following link to a browser:

<https://pa-doh.webex.com/pa-doh/onstage/g.php?MTID=ed59ab93a3f5ab8fbb0d619b0346d657>

2. Click "Join Now".



To join the video portion of the WebEx: in Step 1 under “To join the online event,” click the “Click here” link to join the WebEx.

# Event Information

Cisco WebEx Cisco

Event Information: EDRS Training [Event](#) [View Link](#)

**Event status:** Started

**Date and time:** Thursday, August 4, 2016 9:30 am  
Eastern Daylight Time (New York, GMT-04:00)  
[Change time zone](#)

**Duration:** 1 hour

**Description:** Funeral Home EDRS Training

By joining this event, you are accepting the Cisco WebEx [Terms of Service](#) and [Privacy Statement](#).

Join Event Now

To join this event, provide the following information:

**First name:**

**Last name:**

**Email address:**

**Event password:**

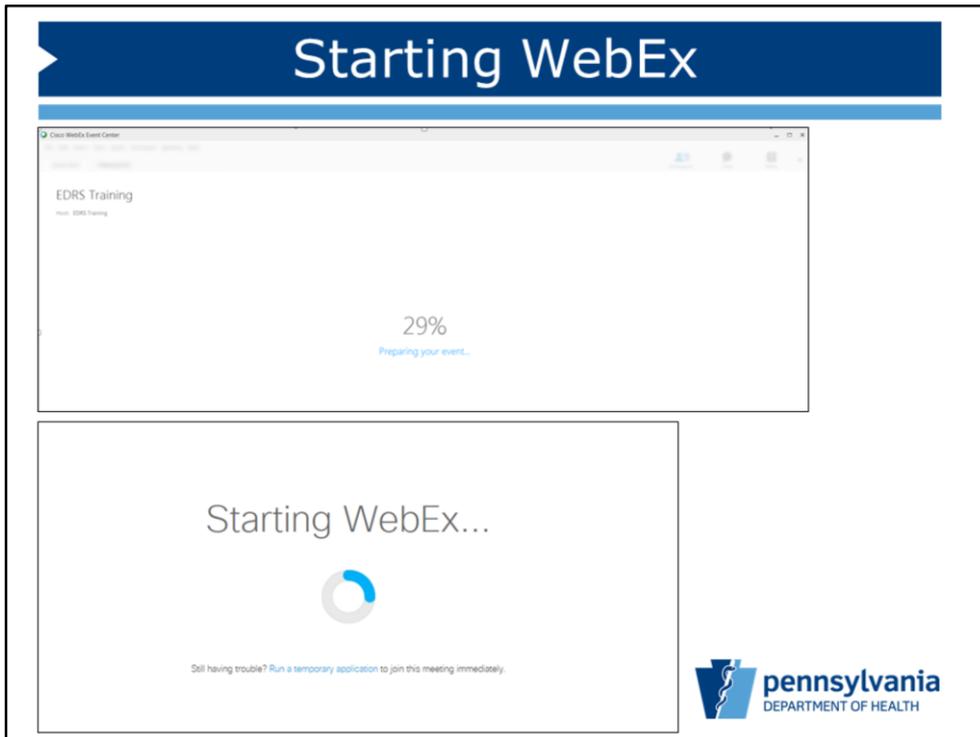
[Join Now](#)

Before you join the event, please [click here](#) to make sure that you have the appropriate players to view UCF (Universal Communications Format) rich media files in the event.

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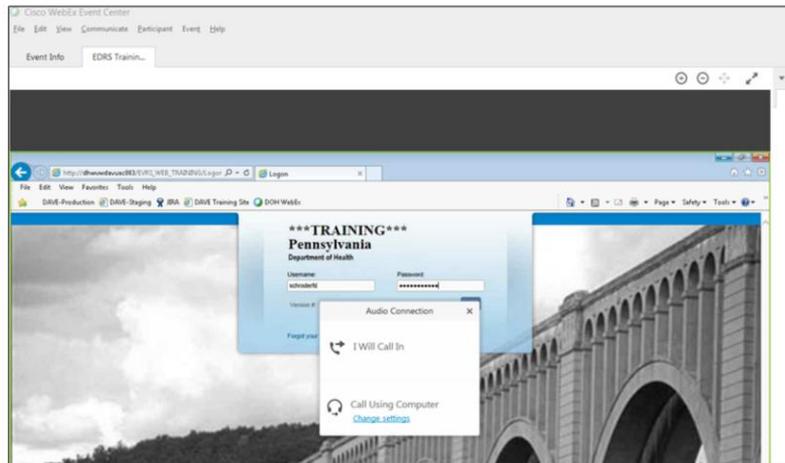


After clicking the link to join the WebEx, you will be taken to the Event Information screen where you will enter your first name, last name, and e-mail address. After that, you will click the Join Now link.



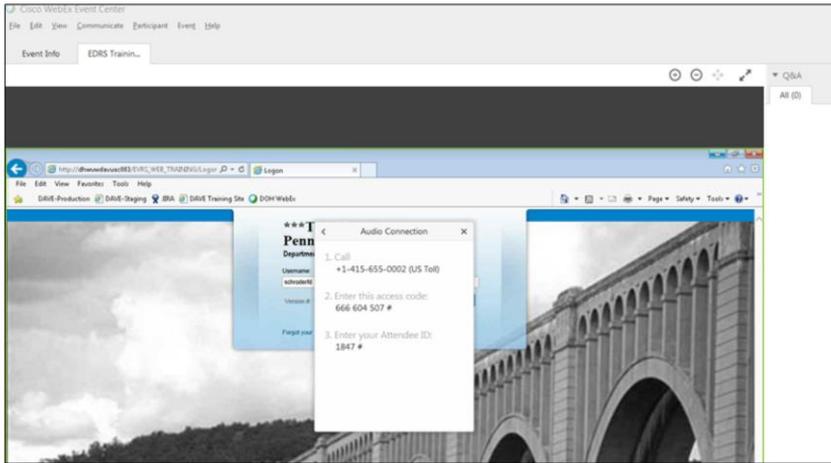
After clicking Join Now, you will see a Starting WebEx popup and the Event Center screen with a percentage that says “Preparing your event.” If your event does not load automatically, you may need to click the “Run a temporary application” link to join the meeting immediately.

# Audio Connection



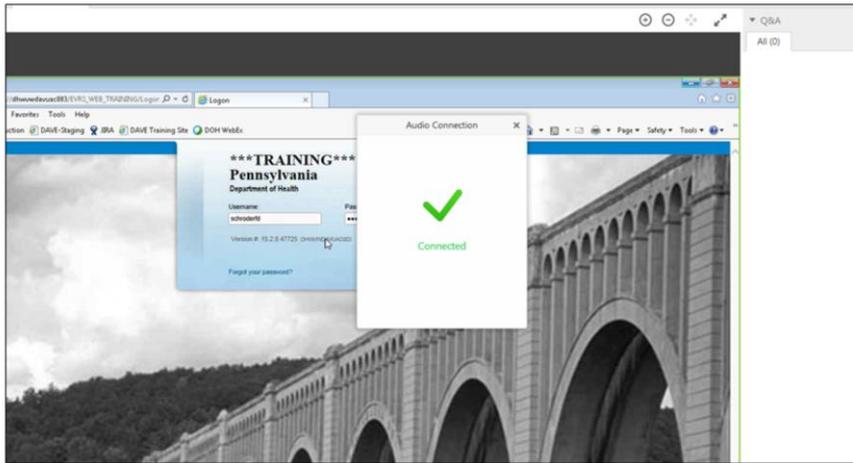
After the event loads, an Audio Connection pop-up box will appear. You will click “I Will Call In.”

# Audio Connection



After clicking “I Will Call In,” the phone number, as well as the access code and your Attendee ID will appear. After dialing the phone number, you will be prompted to enter the access code as well as your Attendee ID. The phone number for the event and the access code can also be found in the WebEx invitation e-mail under “To Join the Audio Conference Only.”

# Audio Connection



Once you have entered the access code and your Attendee ID, the Audio Connection pop-up box will show as connected. At this point, you have joined the audio and video portions of the WebEx event and should be able to view the presenter's screen.