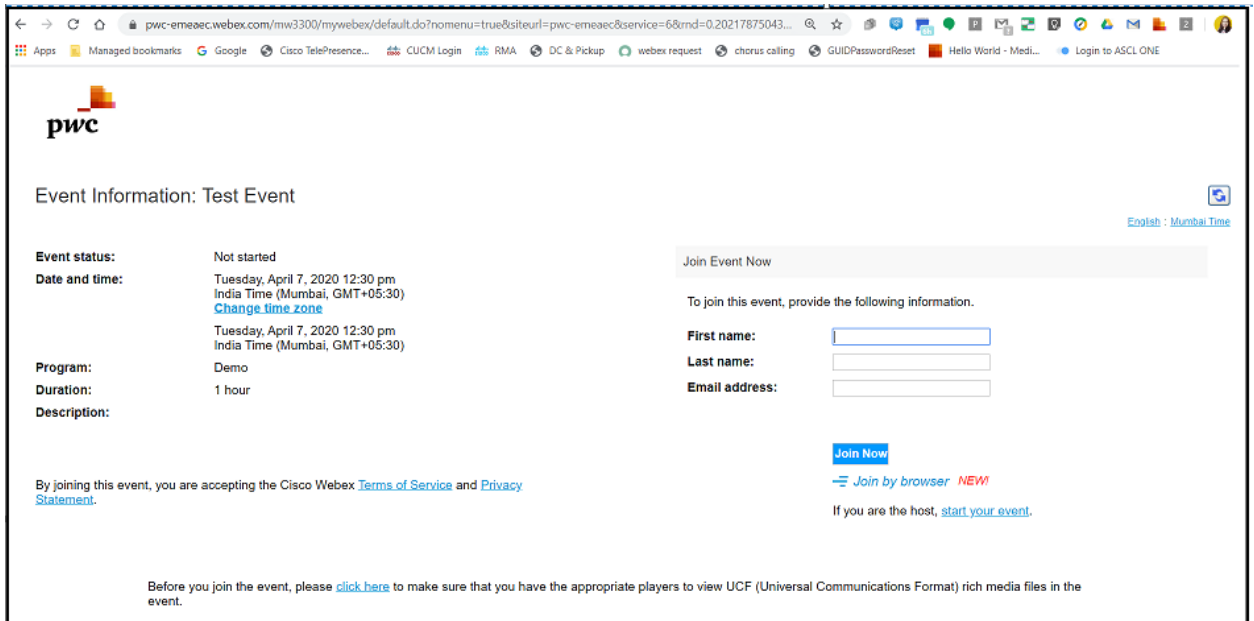


Attendee joining instructions in WebEx Event Center

1. Browse the provided attendee link in any of the browser (**Recommended – Chrome**)
2. You will reach to event invite page

For ex:



The screenshot shows a web browser window displaying the WebEx Event Center interface. The page title is "Event Information: Test Event". On the left, there is a table with event details:

Event status:	Not started
Date and time:	Tuesday, April 7, 2020 12:30 pm India Time (Mumbai, GMT+05:30) Change time zone
	Tuesday, April 7, 2020 12:30 pm India Time (Mumbai, GMT+05:30)
Program:	Demo
Duration:	1 hour
Description:	

Below the table, there is a link: "By joining this event, you are accepting the Cisco Webex [Terms of Service](#) and [Privacy Statement](#)."

On the right side, there is a "Join Event Now" button. Below it, the text says: "To join this event, provide the following information." There are three input fields: "First name:", "Last name:", and "Email address:". Below these fields are two buttons: "Join Now" and "Join by browser NEW". There is also a link: "If you are the host, [start your event](#)."

At the bottom, there is a note: "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."

As shown in above figure, you will able to see the event details.

3. In the righthand side attendees needs to put their details, i.e First name, Last name, Email address and click on Join Now



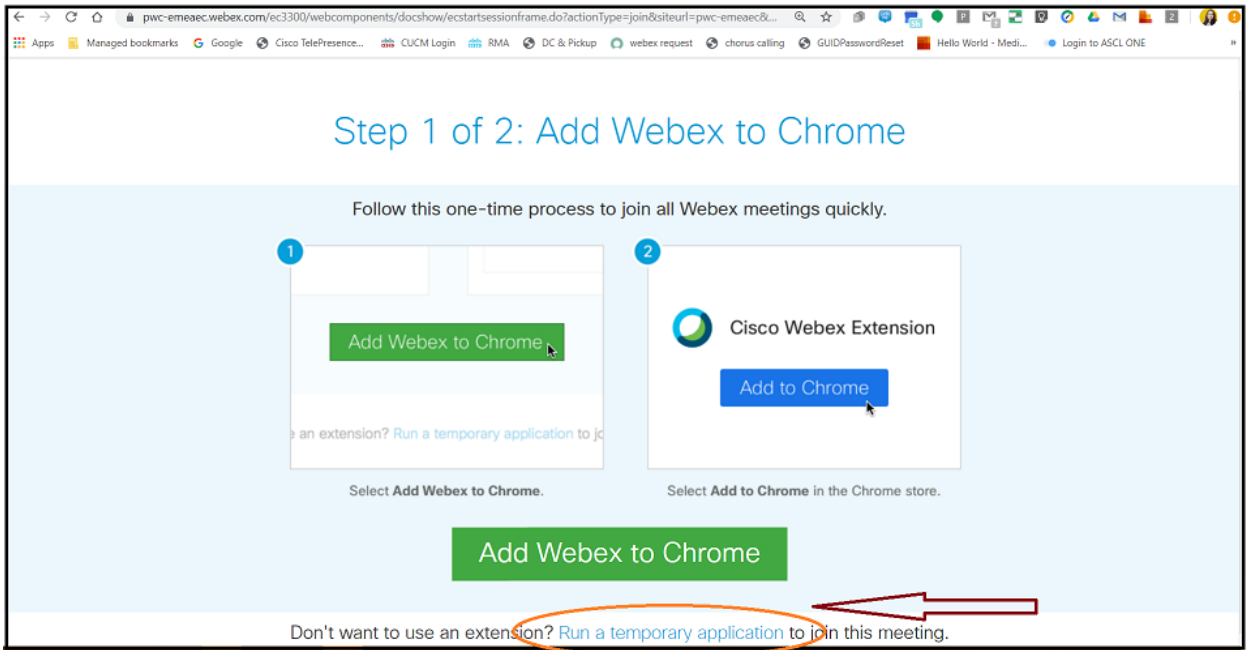
This screenshot is identical to the one above, but with a red rectangular box highlighting the registration form on the right side. The form contains the following information:

First name:	Kanchan
Last name:	Navgire
Email address:	kanchan.d.navgire@pwc.com

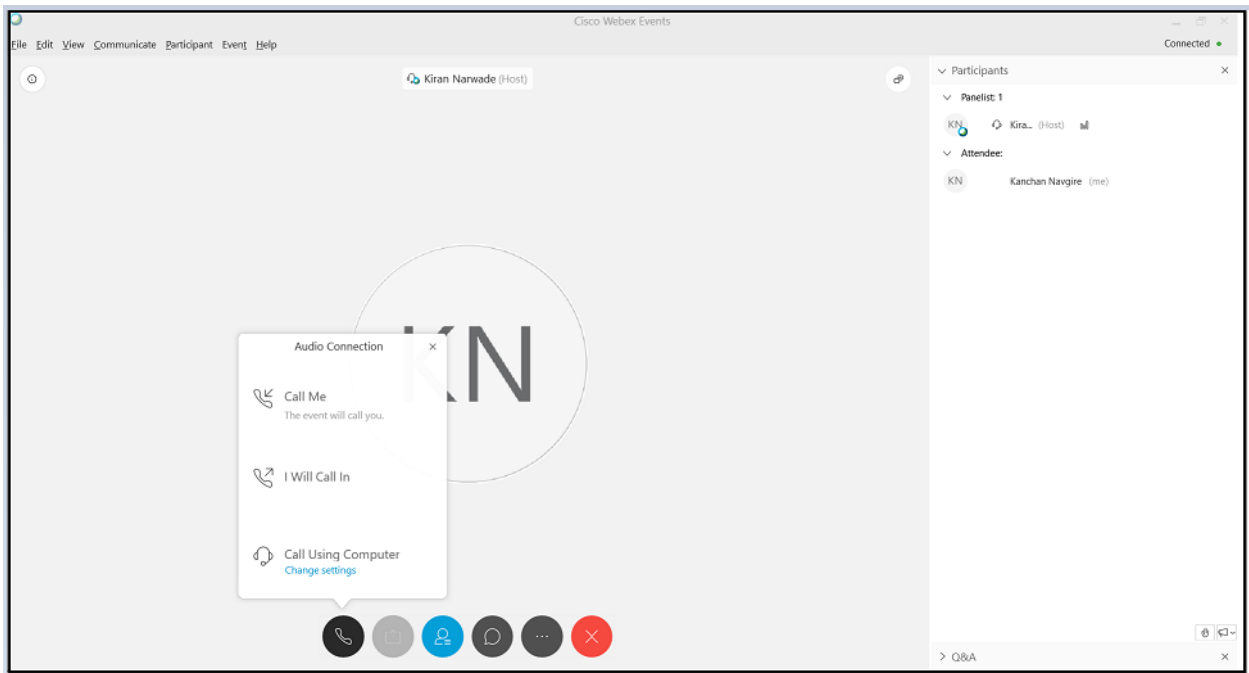
The "Join Now" button is also highlighted within the red box.

{After this if event asks for registration then you need to fill the registration form first and then submit}

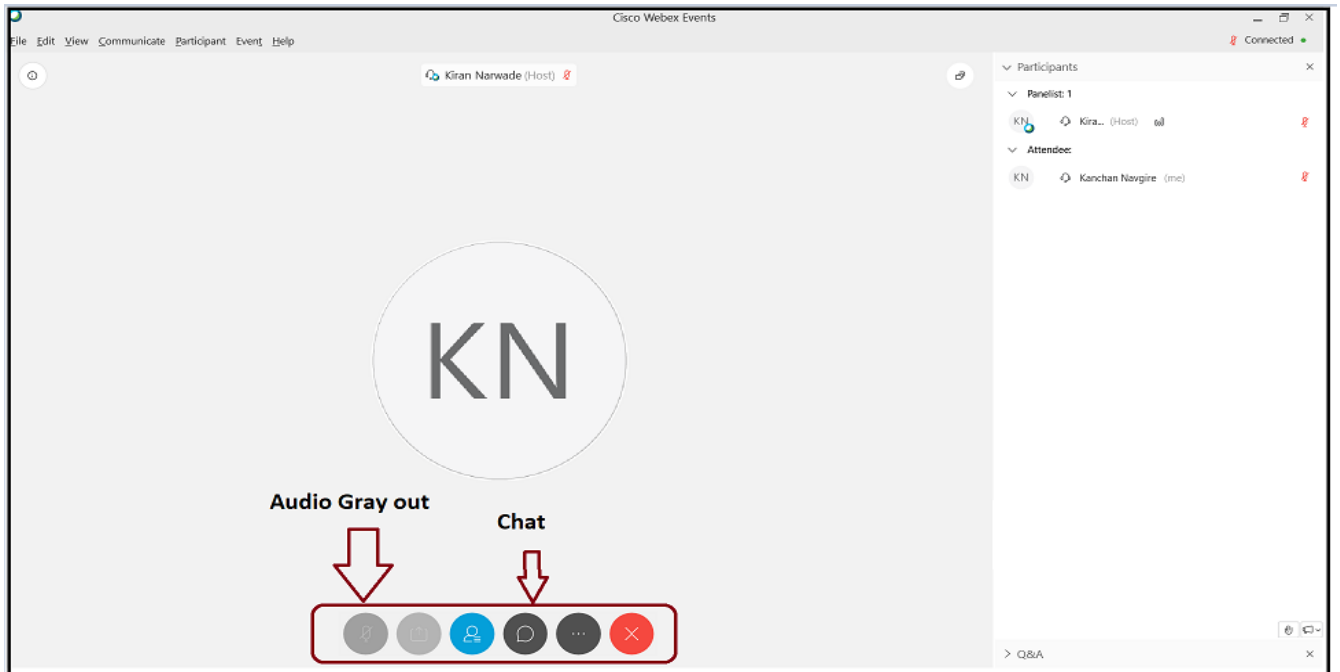
4. Once you will click over **Join now**, you might get this below screen, then click on **Run a temporary application** as directed below.



5. You will be able to see below screen once you initiate your session.



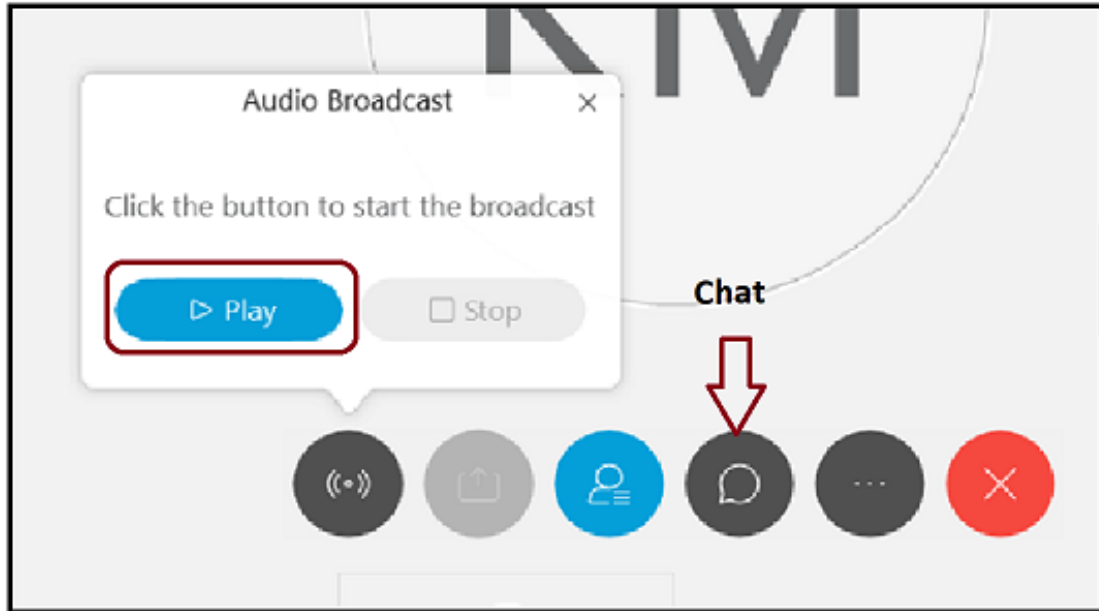
- At this stage you are connected to your WebEx meeting but you are not connected to Audio, to connect your audio please click on audio button.
- Note: It is always recommended to use [Call using computer](#) option to connect with your audio.
- You can also use [I will call in option](#), once you click on it you will get call in details which you can dial using your landline OR Mobile phone to connect WebEx audio.



6. As shown in above image after connecting audio, initially you will be on mute, If have any query can use chat option to speak with Host, panelists and presenter.

For the Broadcast audio connection follow below steps

- As shown in above all points, skip audio connection point if it's a broadcast for your WebEx event and check for below.
- Once you initiate your session you will automatically get below screen where you simply need to click on Play and then only broadcast audio will be audible to you.



- If have any query can use chat option to speck with Host, panelists and presenter.