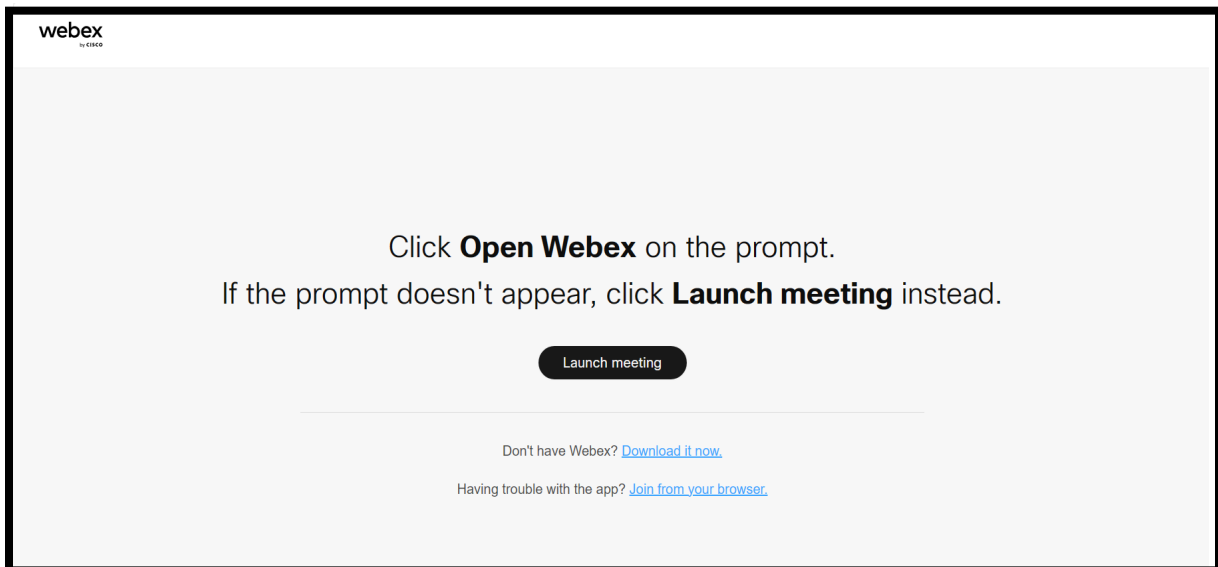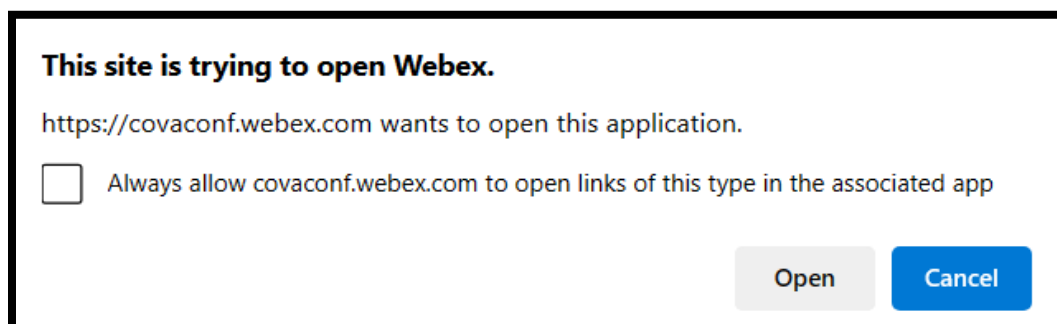# How to Connect your Computer to WebEx

Note: Screenshots were taken from a Windows 10 computer using the Chrome Browser. Steps are almost identical for Mac users.

1. Click the virtual training link on the website. (For best results, use either the Chrome browser or Firefox browser.)

   a. Note: it may launch in your default browser. If this browser is not one of the recommended browsers, copy the link from the URL window at the top of the screen and paste it into the address bar in Chrome or Firefox.

2. You will be sent to the virtual training web page with the following showing:

3. Click on the 'Launch Meeting' button.

   a. If you do not already have the WebEx app on your computer, you may see the window below requesting permission to launch the WebEx app. Click 'Open' to proceed.

b. A file will appear in your 'Downloads' file. Click on 'Open File' to launch the app.

4. Once the WebEx app opens, you will see the window pictured below. Click on 'Join Meeting' to join the meeting from your computer or mobile device. Click on 'More ways to join' to find call in numbers for audio only attendance.