



Welcome to **webex** by CISCO

This information sheet provides a brief overview of how you can use Cisco WebEx to participate in a live online event during the conference at the University College of Teacher Education Styria. Please use a computer for these instructions. Joining with a smartphone/tablet is different and that is not covered here.

Requirements

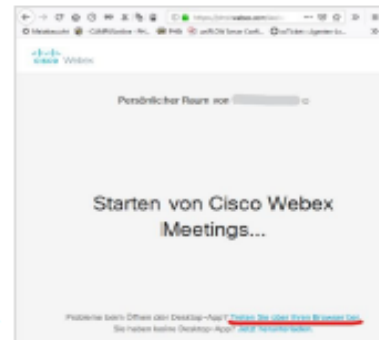
- valid internet connection
- working webcam (to be seen)
- working headset (to hear and speak)
- preferred Browser: Firefox or Chrome

Did you receive an invitation by e-mail?

You have received the invitation link by e-mail and only need to follow it by clicking on it.

An Meeting in meinem persönlichen WebEx-Raum teilnehmen
<https://phst.webex.com/join/harald.meyer> | 952 549 338

It is not mandatory to install the desktop app – select "Join from your browser"



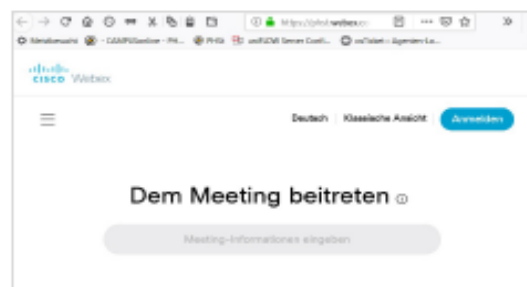
Alternative: Entry via our website

Via the quicklink WebEx on the website of the University College of Teacher Education Styria (www.phst.at), you can enter and join the meeting with the information you received.

Direktlink: <https://phst.webex.com>

Enter the meeting information (e.g. **firstname.lastname** or **123 456 789**) and press the **enter** key on the keyboard.

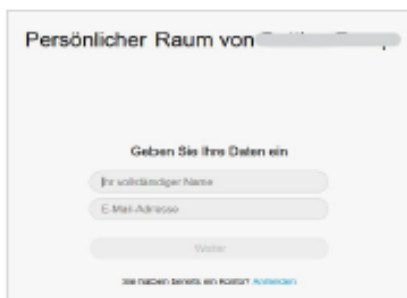
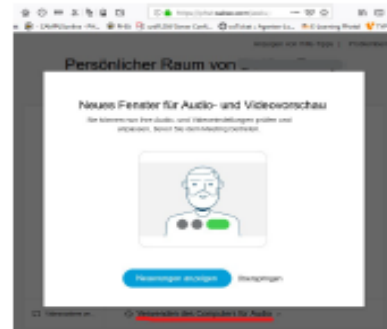
PH-Online • Learning • Arbeit • WebEx • Radio & TV • Presse • Mail / Office 265 • 081



Picture and sound

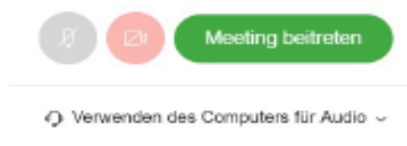
Basic selection for sound: „Use computer audio“
Test your webcam and microphone.

When joining a meeting via the web browser, allow the use of camera and microphone.



Displayname
Enter your name and
a valid e-mail address.

Um Ihren Namen zu
ändern, klicken Sie auf
das Stiftsymbolum im
linken oberen Eck.



By clicking on "Join Meeting", you enter the
presentation.

If the host/hostess has locked the meeting, you will have to wait in
the lobby until you are allowed into it.

Options during a meeting

