

How to join a webinar

Optional First Step

Encourage potential attendees to pre install the Meeting Center Application. This will allow people to be prepared to join the meeting instantly thus avoiding the need to install the software while the meeting is underway.

To join a meeting you will need to download, install, and configure the WebEx Meeting Center application. The first time you join a meeting, the Meeting Center application will automatically be installed; however you save time by manually downloading and installing it ahead of time.

Download the installer for your operating system:

- [Meeting Center application for Internet Explorer in Windows](#)
- [Meeting Center application for Firefox or Chrome browsers in Windows](#)
- [Meeting Center application for Mac OS X \(Intel\)](#)

Joining the Meeting

To join the online meeting, attendees need to simply click on the link provided to them in the invitation email.

Click the [link](#) to join the meeting.

To join the audio conference via phone line attendees will need to call one of the following numbers.

US TOLL FREE: +1-855-749-4750

US TOLL: +1-415-655-0001

The invitation email will also come with a specific 9 digit access code for the specific webinar.

Access Code: 123 456 789

There is also a link provided in the invitation email potential attendees need only click on to add the webinar date to their email calendars (Microsoft Outlook only).

Technical Support

If the attendees are experiencing any technical issues to call:

1-866-229-3239 (U.S. and Canada Toll-Free) or **+1-408-435-7088** (International Toll)