

3 Quick Steps for Using WebEx:

1. **Test your equipment before you join a class:** Test your system by joining an open test video conference at:

<https://www.webex.com/test-meeting.html>

2. **To log into your class session:** Use the link below to access your class session. You may need to click one of the tabs at the top of the page that says "Training Center" or "Meeting Center" to see your class. Simply scroll down the list of sessions to find your course section and click "join" to enter:

<http://uncw.webex.com>

3. **View Tutorial Information:** To watch a brief video overview of what to expect in a WebEx session, please go to the below link. Then select the specific Cisco WebEx tutorial you would like to view:

<http://www.uncw.edu/oel/studenthowto.html#webex>

***If you have any questions during your scheduled class session, please call the telephone number below that corresponds with your class location. A technician will be happy to assist:**

King 202/203:	910.962.7741
Randall 2005:	910.962.3928
TL 1053:	910.962.2900
Ed Building:	910.962.3041