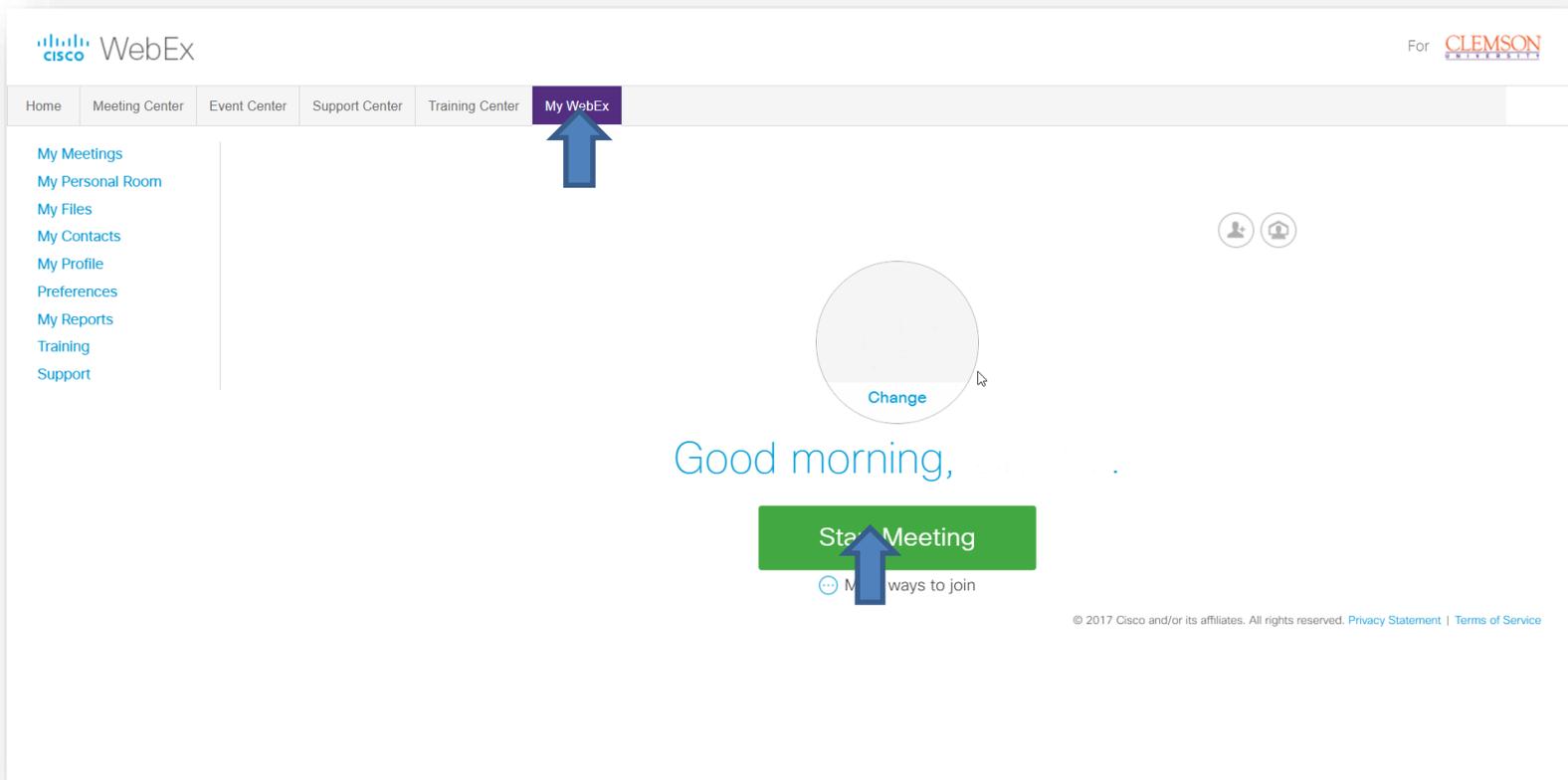


WebEx Video Conferencing: Basic Directions

Starting a Meeting1
Working the WebEx Meeting Center3

Starting a Meeting

1. Visit Clemson.webex.com and you will reach the home page.
2. Under the My WebEx tab, click the “Start Meeting” button.



3. When the Audio and Video Connection pops up on the screen, be sure to choose your computer as your audio and your computer’s webcam as your video.

4. Under “Select Audio Connection” on the left, select “Call Using Computer.” Under “Select Video Connection”, select “Integrated Webcam”, or whichever camera you would like to use.

Audio and Video Connection

Select Audio Connection

Call Using Computer

Select Video Connection

Integrated Webcam

Preview only

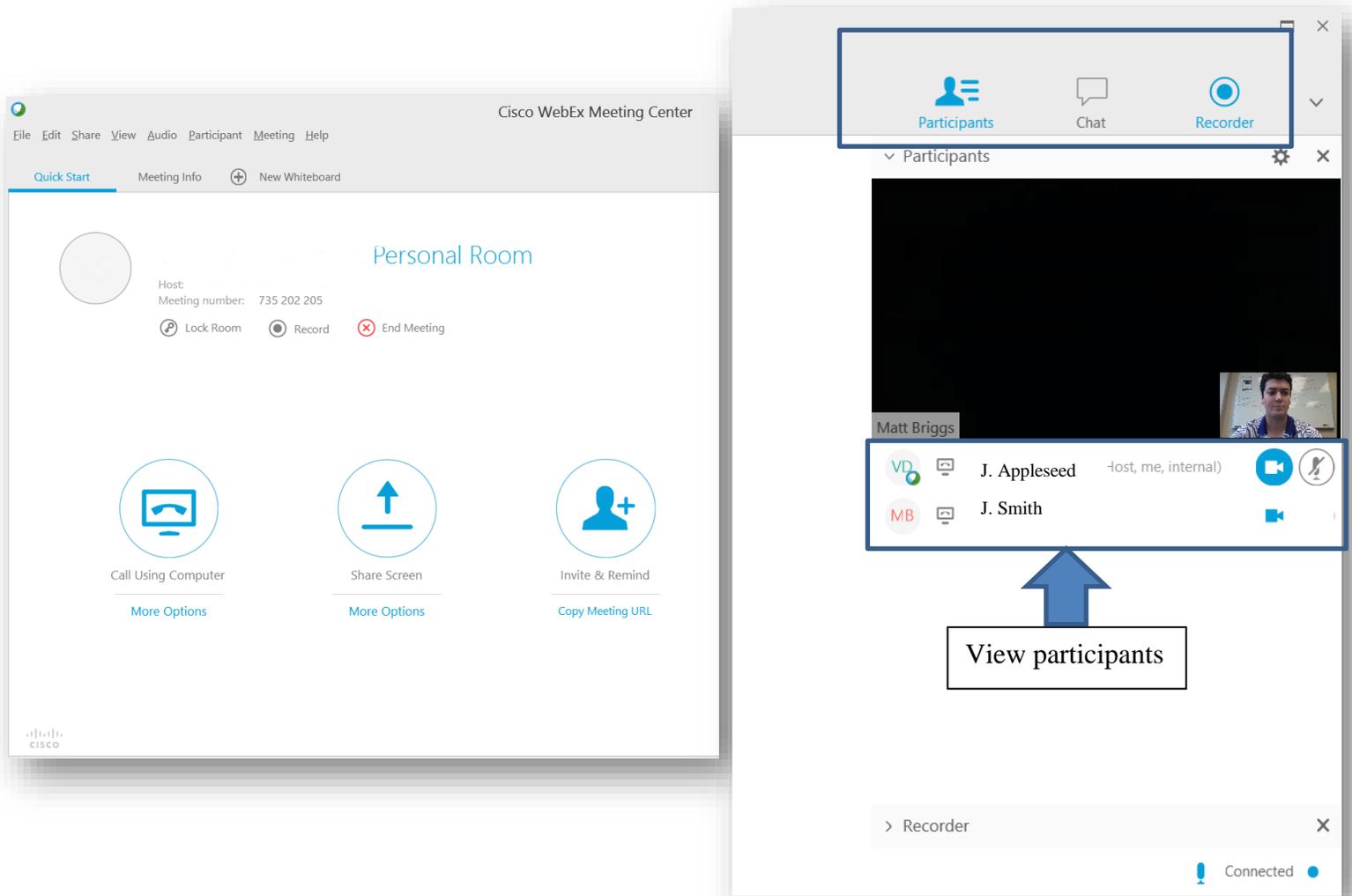
Your video is not showing in the meeting yet.

Connect Audio and Video

[Skip](#)

Working the WebEx Meeting Center

1. When in the room, see the right side of the screen to view participants in the room, chat with the participants, record the meeting, and take notes.
2. On the left side of the screen, see that you can call other participants to the meeting, share your screen with the other participants, and invite and remind others about the meeting.



3. To interact with participants, use the Whiteboard tool by clicking the Whiteboard Tab on the top left side of the screen.
 - a. *You can add shapes, text, illustrations, annotations, and more to interact and collaborate with the participants in the meeting (you can find these tools on the left side of the Whiteboard screen)*

