WebEx 101 for Participants

Invitation for webinar training!

This event is designed to instruct team members in how to participate in a webinar using the WebEx tools. Team members will receive basic instruction and practice in using the tools and participating in webinars.

Consider the following for attending this webinar:

- Are you taking a class taught using WebEx?
- Do you need to know the basics of WebEx?
- Do you want to learn to use WebEx tools?

Who should attend?

All team members participating in courses conducted using WebEx.

Webinar date and time

Monday, September 10, 3 p.m. to 4 p.m.

Special instructions

You must have a phone line for this class (personal or office) and access to a computer.

Register in I-Learn by browsing for z3750 WebEx 101 for Participants. After you register, the course session will be listed in your active transcript in I-Learn.

Objectives

After successful completion of this webinar, you will be able to:

- Identify the steps to connect to a WebEx session through I-Learn.
- Demonstrate the interactive tools used in WebEx training.
- Explain ways to participate in Virtual Instructor Led Training taught with WebEx.

Webinar access instructions

After you register, the course session will be listed in your active transcript in I-Learn. When you join through I-Learn:

1. Go to your I-Learn transcript
2. Beside the event, click the "launch" button
3. The WebEx will open

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