

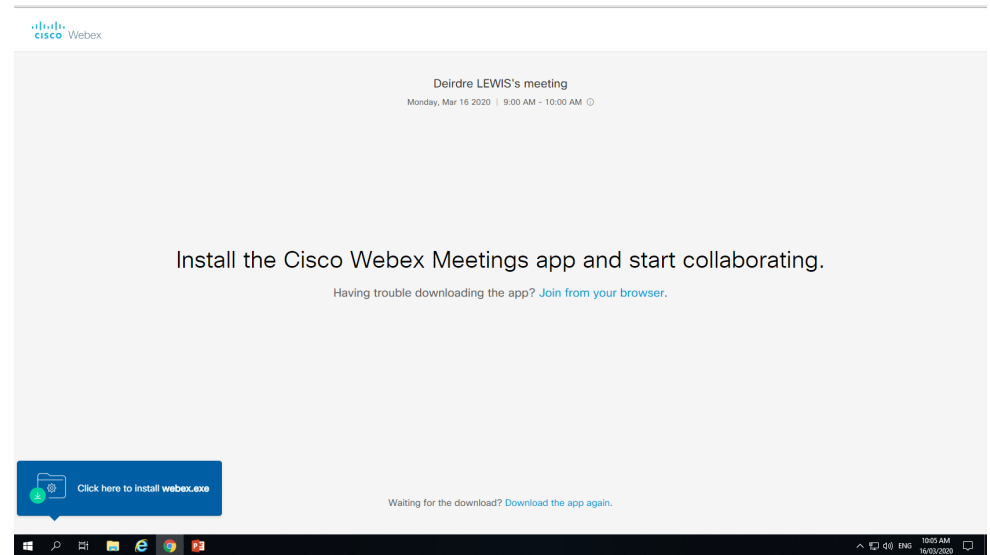


Newman Senior High School

Student WebEx Instructions

The first time the students access, you will need to download the WebEx.exe file

For students, some virus checking software may flag this because it is an .exe file but it is safe



Click on the file to start the install

The screenshot shows a Cisco Webex meeting interface. At the top left is the Cisco Webex logo. The meeting title is "Deirdre LEWIS's meeting" with the date and time "Monday, Mar 16 2020 | 9:00 AM - 10:00 AM". The main message reads: "Install the Cisco Webex Meetings app and start collaborating." Below this is a link: "Having trouble downloading the app? [Join from your browser.](#)". At the bottom of the meeting area, there is a blue notification box with a download icon and the text "Click here to install webex.exe". A red arrow points to the "webex (1).exe" file in the Windows taskbar, which is highlighted in grey. The taskbar also shows the system tray with the time "10:05 AM" and date "16/03/2020".

Run the install

The screenshot shows a Cisco Webex meeting window titled "Deirdre LEWIS's meeting" with the date and time "Monday, Mar 16 2020 | 9:00 AM - 10:00 AM". A security warning dialog box is open in the center, asking "Do you want to run this file?". The dialog provides details: Name: "C:\\$01-Staff\Folders\S_e0105139\Downloads\webex (1).exe", Publisher: "Cisco WebEx LLC", Type: "Application", and From: "\\E4034501SV001.green.schools.internal\fsE4034501-Sta...". A red arrow points to the "Run" button. Below the dialog, a blue button says "Click here to install webex.exe". At the bottom, a message reads "Waiting for the download? Download the app again." The Windows taskbar at the bottom shows the time as 10:06 AM on 16/03/2020.

Install the Cisco Webex app to start collaborating.

Having trouble? Contact our support team.

Click here to install webex.exe

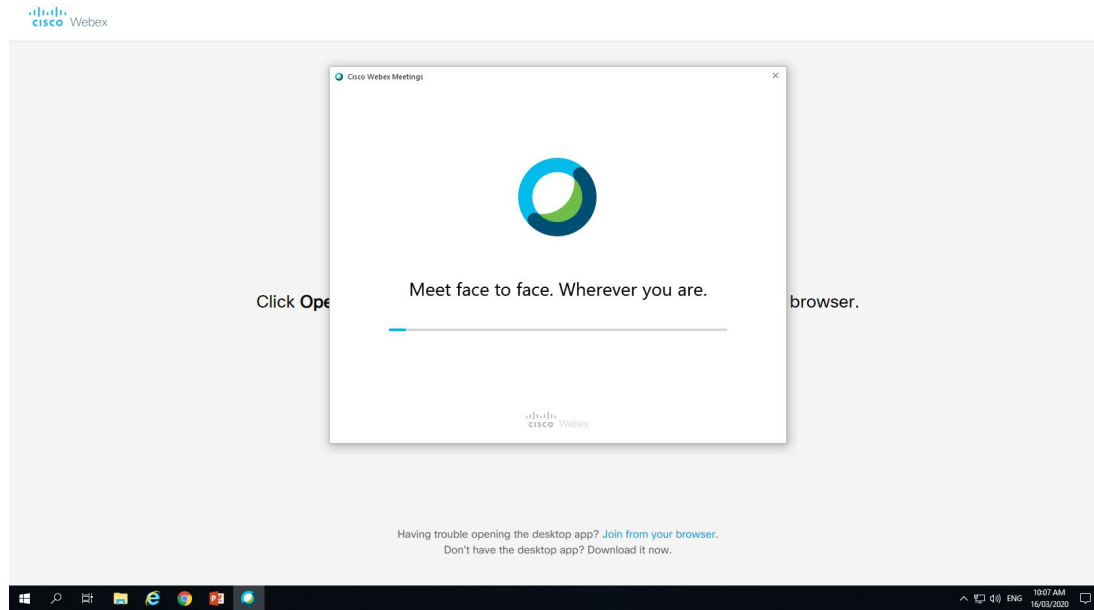
Waiting for the download? [Download the app again.](#)

webex (1).exe

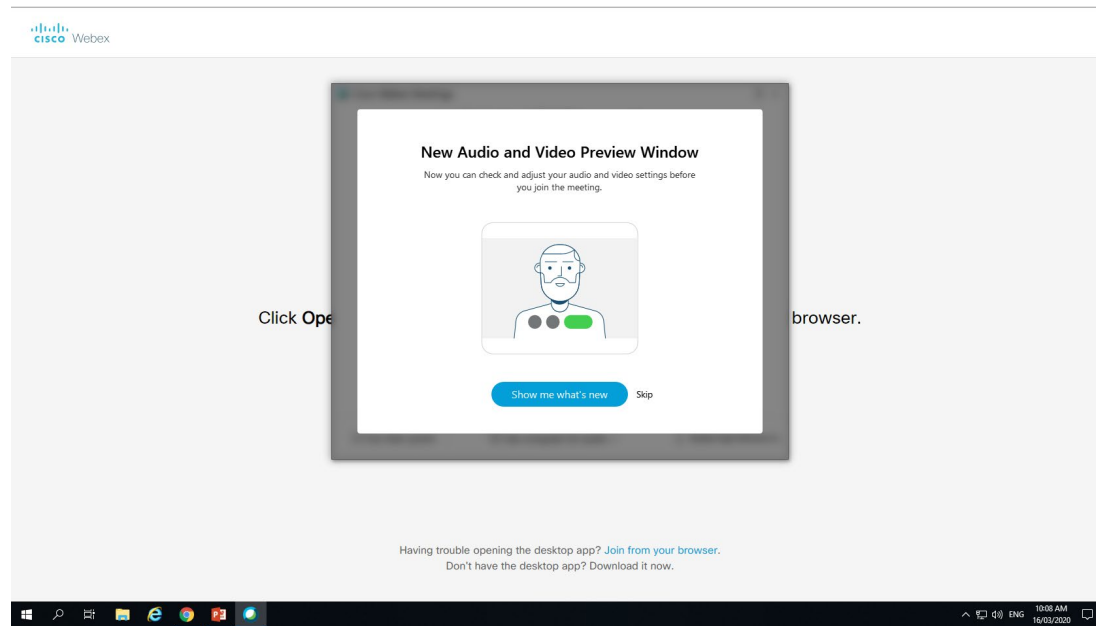
Show all

10:06 AM
16/03/2020

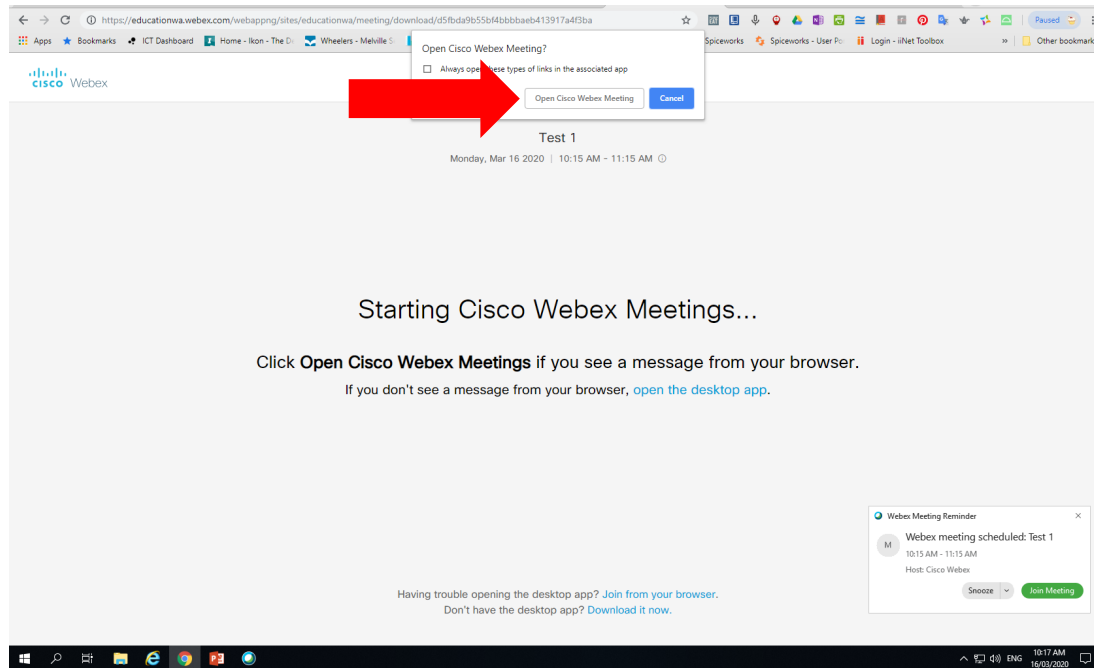
Wait for it to load, this can take several minutes



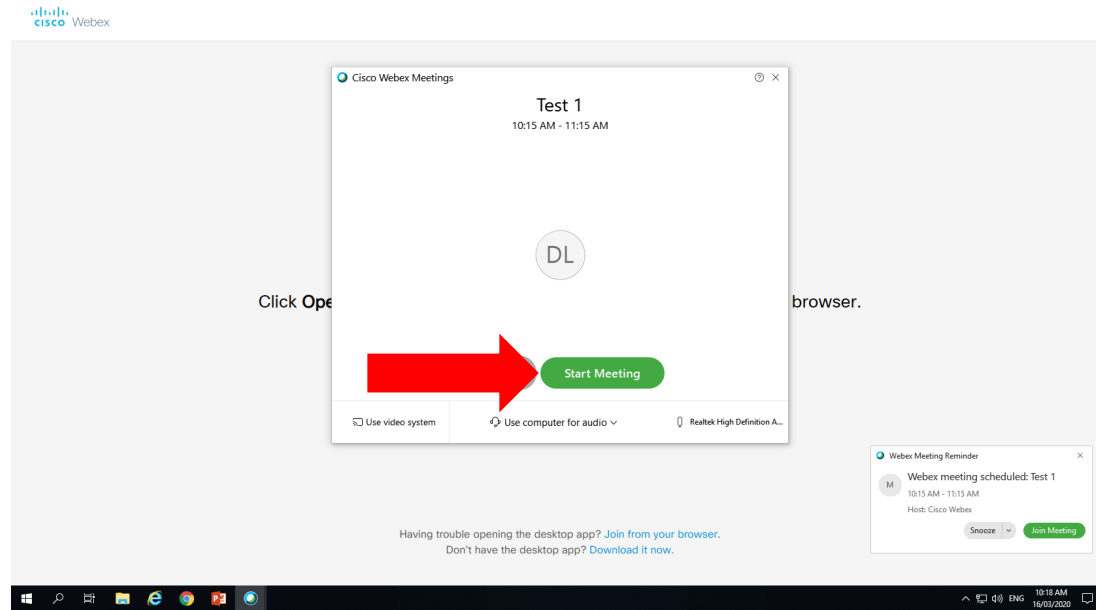
You can test your audio and video here or skip this screen, as there are options within the meeting



Click on the pop up box to 'Open Cisco WebEx Meeting'



When you're ready, Start meeting



Ending or leaving the meeting

Once the meeting is ended you won't be able to communicate within this meeting.

