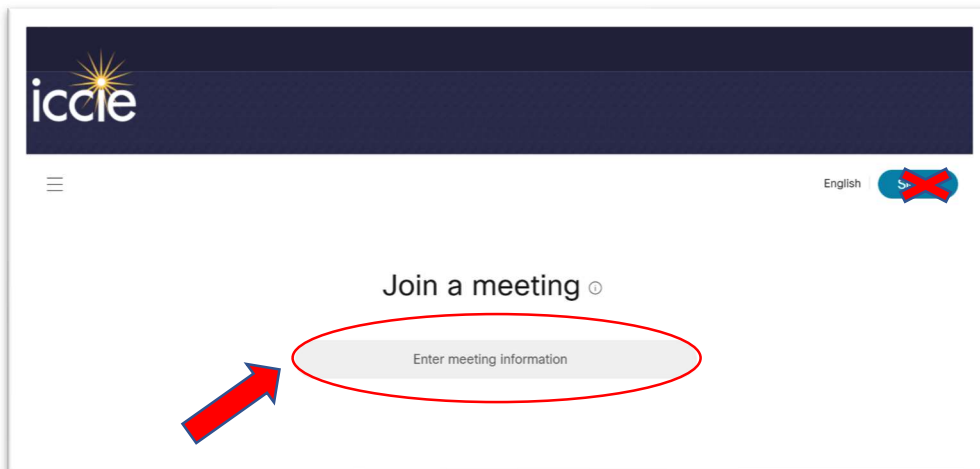


## How to Access Online Class in WebEx

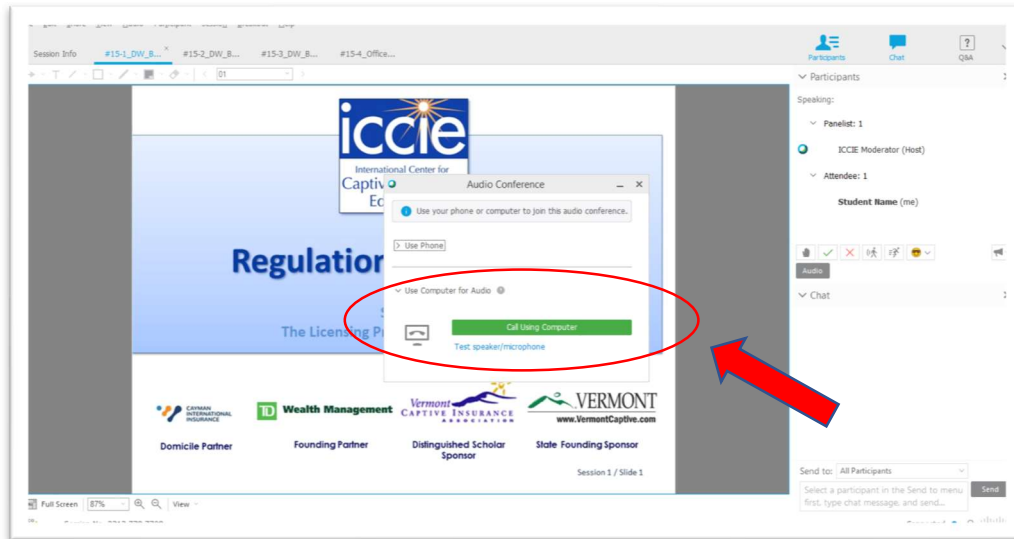
**Note:** You do not need your own WebEx account to participate in ICCIE classes

- Go to **iccie.webex.com** (we recommend you do this 5-10 minutes prior to the start of class)
- In the area marked “**Enter meeting information**” in the middle of the screen, type the course **Session Number**.
  - The course Session Number and Password are provided in the “Important Information” email sent to you from ICCIE
  - You do not need to Sign In



- Click “**Join**”
- If prompted, enter course password and click “OK”
- Enter your full name, e-mail address and course password (case sensitive)
- Click “**Join Now**”
- WebEx will then automatically set up WebEx Training. *Note: This can take a few minutes.*
  - If WebEx prompts you to install an extension, follow the instructions they provide
  - To avoid delays, you can set up WebEx Training before the day of class (see “How to Set Up WebEx Training” section of this web page)
- Choose “**Use Computer for Audio**” on the Audio Conference popup window, then click “**Call Using Computer**”

- Please do not use the phone number provided by WebEx. It is for instructors only.
- We recommend you listen to the session with headphones plugged into your computer, for optimal audio quality



If you have difficulties, email or call ICCIE: [info@iccie.org](mailto:info@iccie.org) or 802-651-9050

For information on using mobile devices or other questions, contact WebEx technical support:

- 1-866-229-3239 (U.S. and Canada Toll-Free)
- 1-408-435-7088 (International Toll)
- <https://help.webex.com>