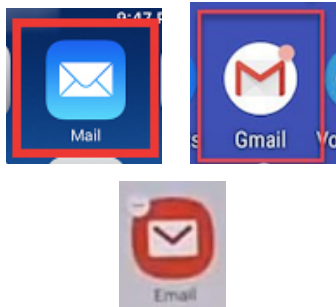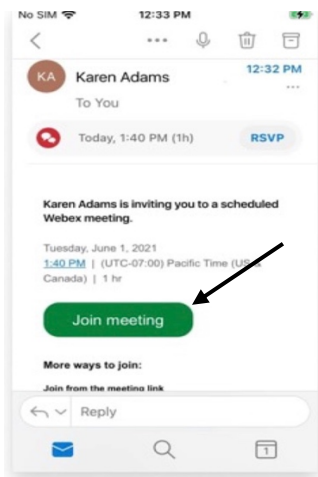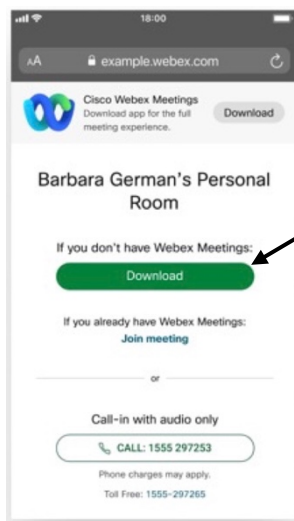# How to Join a WebEx Meeting from a Mobile Phone or Device
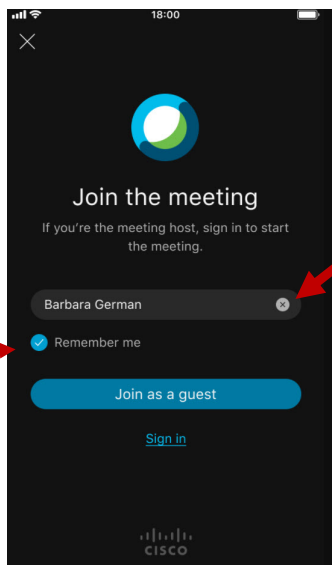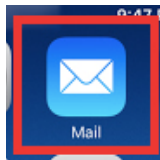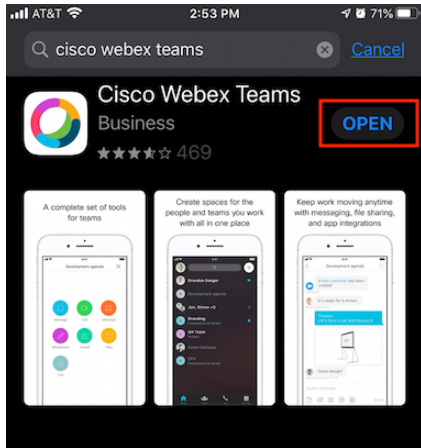

Open your email on your phone and find the email from the meeting host with the link in it.

Tap **Join meeting** in your email invitation when it's time to join the meeting.
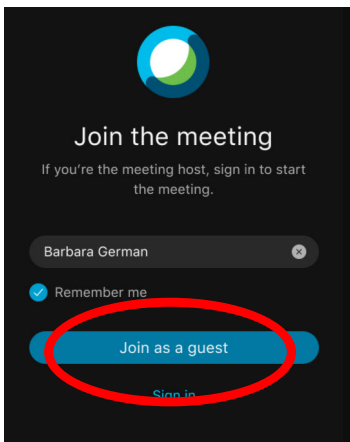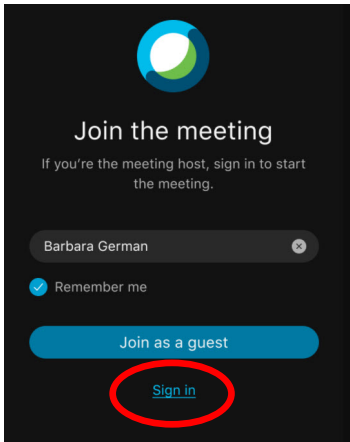

Tap **Download** to install the Webex Meetings app and join the video conference.

Tap **Open** after the app installs and accept the Terms of Service and Privacy Statement.

*If you're joining a meeting for the first time on (Apple/iPhone) iOS, you must go back to your email invitation and click on the link again.

Edit your name as you want it to appear in the meeting and enter your email address. Then, check the **Remember me** check box if you don't want to have to enter your name again the next time you join a meeting.

Tap **Sign in** so you can access the full list of meeting features.

OR if you just want to join the meeting quickly and don't need access to all the meetings features, tap **Join as a guest**.

To view more information about the meeting, enter the meeting password.

Meeting Number: 2570 631 4668

•••••••••••

OK

Tap **OK**

More ways to join:

Join from the meeting link

https://example.webex.com/example/eg.php?MTID=m475eadb9eb9ebc48f669

Join by meeting number

Meeting number (access code): 555 34 31

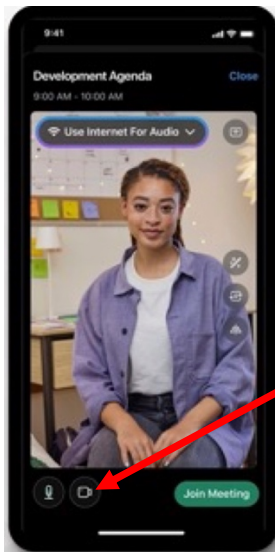Meeting password: aQ34ijkC (55512345 from phones and video systems)

If necessary, enter the meeting password—it's in the email invitation— and tap **OK**.
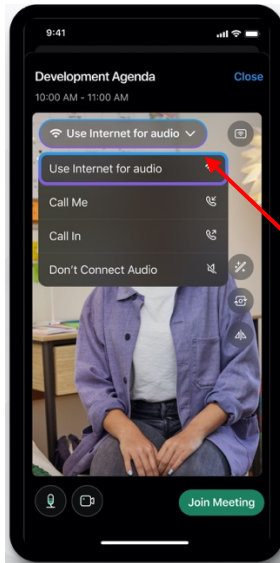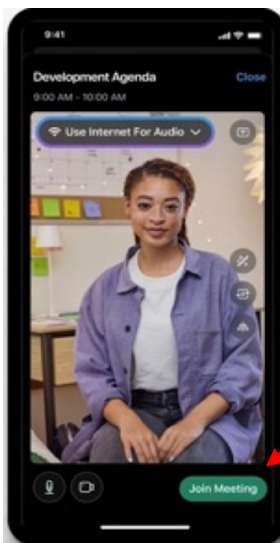
<u>Change your audio and video settings</u> before joining your meeting.
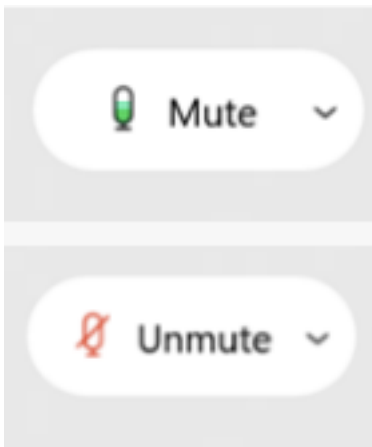
Use Internet for audio (default)—Use your phone with a headset or speakers.

Tap **Start video** to preview how you'll look to others before you join the meeting.

Tap **Join**.

Mute your microphone when you are not talking.

Unmute when you want to talk.

This is what it looks like when your mic is on and you can be heard.

This is what it looks like when you are muted and can't be heard.

This guide was put together by The Self-Advocacy Association of New York State (SANYS) **for educational purposes only** with funding from the New York State Developmental Disabilities Planning Council (DDPC).