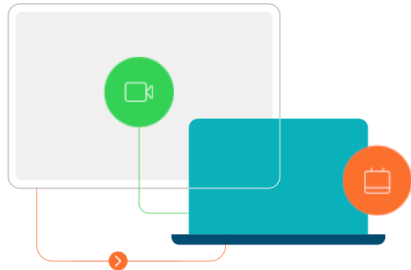


# Download Cisco WebEx Meetings Desktop App

1. Download using this link:

<https://uow.webex.com/webappng/sites/uow/dashboard/home>



## Cisco Webex Meetings Desktop App

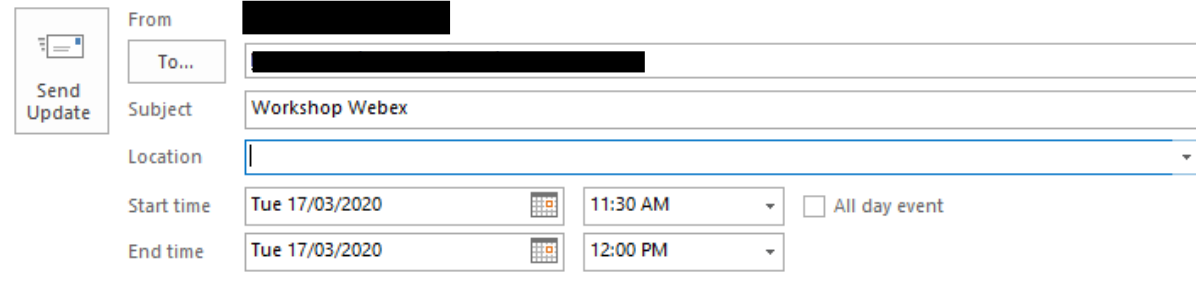
The Webex Meetings desktop app allows you to start and join meetings quickly and easily. You can schedule, start, and join meetings from your desktop or directly from Microsoft Outlook.

Download

2. Sign up using your UOW email e.g. abc123@uowmail.edu.au

# Using Cisco WebEx Meetings Desktop App

1. Open your UOW email
2. On the day of your appointment you will receive a meeting request email. This email will include your meeting number and meeting password. Once you 'accept' the meeting request email, the email will be saved as an event in your UOW email calendar and you can access it this way.
3. Before your meeting, open the event in your UOW email calendar and select *Join Webex meeting*.



The screenshot shows the header of an email. On the left is a 'Send Update' button. The header fields are: 'From' (redacted), 'To...' (redacted), 'Subject' (Workshop Webex), 'Location' (empty dropdown), 'Start time' (Tue 17/03/2020, 11:30 AM), and 'End time' (Tue 17/03/2020, 12:00 PM). There is an 'All day event' checkbox which is unchecked.

-- Do not delete or change any of the following text. --

## Join WebEx meeting

Meeting number (access code): 574 393 392 Meeting password: 8JFtP4hpg59

### Join from a video system or application

Dial [574393392@uow.webex.com](tel:574393392@uow.webex.com)

You can also dial 210.4.202.4 and enter your meeting number.

### Join by phone

Tap to call in from a mobile device (attendees only)

[+852-301-86828](tel:+852-301-86828) China Hong Kong Toll

[+61-29037-0069](tel:+61-29037-0069) Australia Toll

[Global call-in numbers](#)

### Join using Microsoft Lync or Microsoft Skype for Business

Dial [574393392.uow@lync.webex.com](tel:574393392.uow@lync.webex.com)

[Can't join the meeting?](#)

If you are a host, [go here](#) to view host information. **IMPORTANT NOTICE:** Please note that this Webex service allows audio and other information during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to be recorded, discuss your concerns with the host or do not join the session.

The screenshot displays a Cisco Webex Meeting interface. At the top, the title bar reads "Cisco Webex Meetings" and "Connected". A small video thumbnail of the host, Lara Pugh, is visible in the top left. Below it, a status bar indicates "Viewing Lara Pugh's scr...". The main content area shows a presentation slide with the word "LEARNING" written in large blue letters. To the left of the word is a stick figure labeled "about myself". To the right is a drawing of a person sitting at a desk with a thought bubble containing a stick figure pointing to a screen, labeled "From experience". A hand is shown pointing at the word "LEARNING". On the right side, a chat window is open, showing two messages: "Do you have any questions?" and "Have you done your homework?". Below the chat window is a text input field with "Send to: Everyone" and "Enter chat message here". At the bottom, a control bar contains several icons: a microphone, a camera, a screen share icon, a profile icon, a chat icon, a more options icon, and a close icon. The microphone and camera icons are highlighted with yellow boxes, and the chat icon is also highlighted with a yellow box.

Use microphone & camera

Ask questions