

# AITC/CITC INFORMATION WEBEX

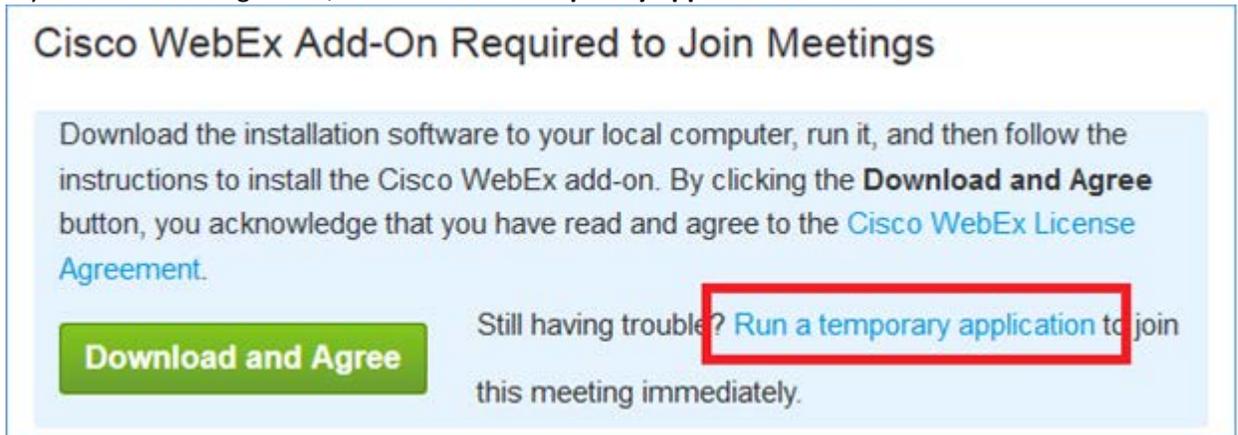
## CONNECTION INSTRUCTIONS

### To Join the session

**For PC users follow these steps, (iPad instructions to follow):**

After selecting the emailed link “ [join the meeting](#)”

1. When requested, enter your name and required contact information.
2. If a password is required, enter the meeting password: **[4321]**
3. Click "**Join**".
4. If the following message appears on screen, follow the onscreen instructions.  
If you are still having issues, click the **Run a temporary application** link.



5. Once you have joined the meeting, you will be prompted to participate in the Integrated Voice Conference. Click **Yes** to receive meeting audio.



For more information on joining from a laptop please view the following video, [Joining a WebEx 200 Meeting from a computer](#)

**For iPad users, follow these steps:**

1. Open the WebEx app on your iPad. **(If you do not have the WebEx app. Please download the WebEx app from the App Store prior to the meeting)**

2. Enter the following meeting number, **[see meeting confirmation for meeting number]**
3. Enter your name and email address
4. Tap the **Join** button.
5. Enter the meeting password when prompted, **[4321]** and tap **OK**
6. When prompted for “**WebEx would like to access the microphone**”, tap **OK**
7. When prompted for “**Connect to Audio**”, tap **Connect Using Internet**

For more information on joining from an iPad please view the following video, [Joining a WebEx 200 Meeting from a iPad or iPhone](#)

### **Audio Information**

Audio for the meeting will be provided through the WebEx software. A webcam and microphone are not necessary to participate in the session, just the ability to hear the presentation via speakers, headset or earphones. Please ensure you have access to one of these devices for the presentation.

### **More Information**

If you require additional information, please send an email to [Denise.lussier@gov.ab.ca]