

Instructions for Connecting to Web Ex

Meeting Information:

Topic: OSCER Supercomputing in Plain English

Date: Every Tuesday from Tuesday, January 25, 2011 to Tuesday, May 3, 2011

Time: 2:00 pm, Eastern Standard Time (New York, GMT-05:00)

Meeting Site: <http://wfu.webex.com/wfu>

Meeting Number: 738 271 238

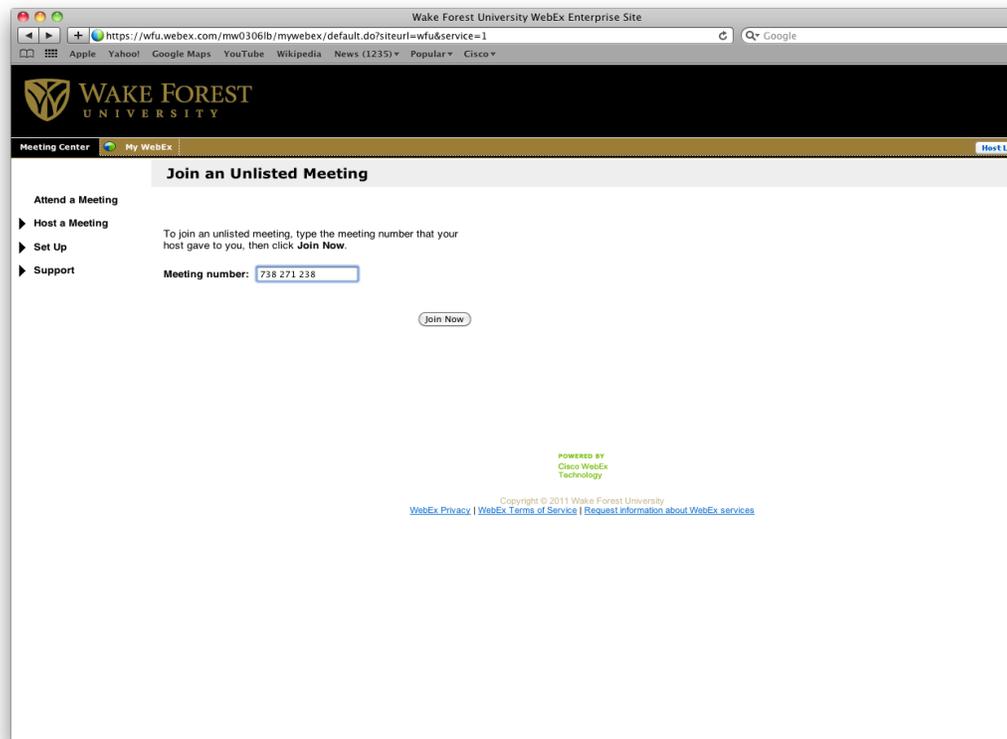
Meeting Password: 8675309

Pre-Meeting Instructions:

1. Prior to the meeting, you really should check your computing environment compatibility, just to make sure there are no surprises come meeting day. To do so, go to this URL: <http://www.webex.com/lp/jointest/>

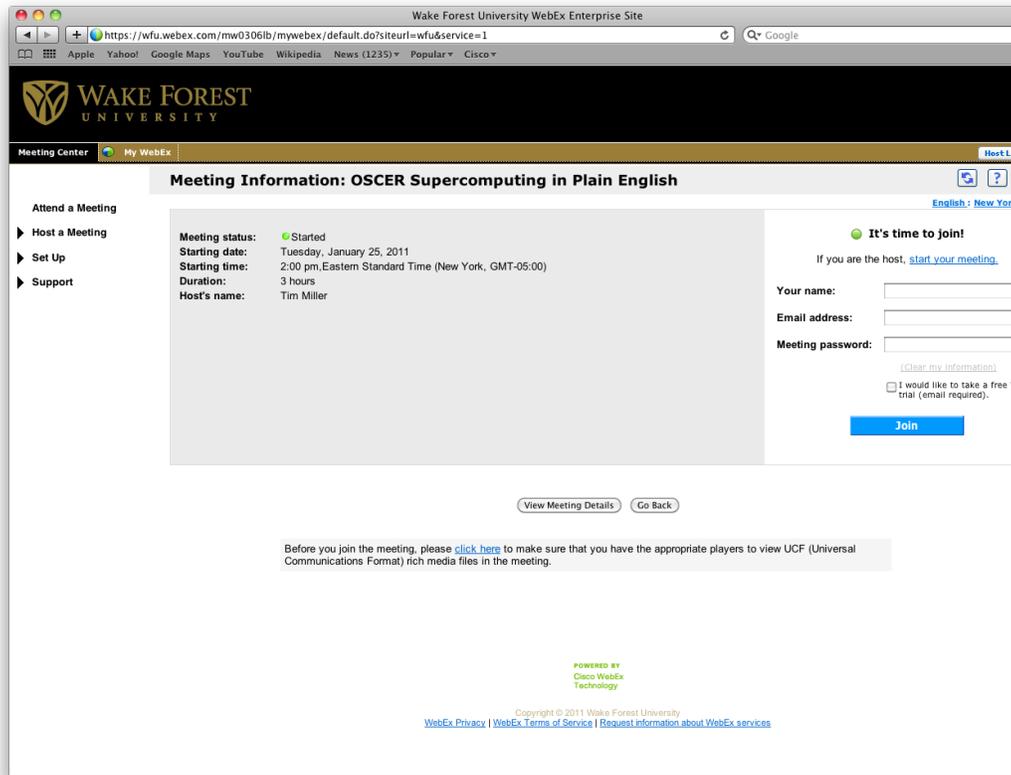
Meeting Connection Instructions:

1. On Windows, Mac, or (RHEL5 or Ubuntu) Linux, open a web browser and connect to: <http://wfu.webex.com/wfu>
2. Click on “Meeting Center” in the horizontal menu bar underneath the WFU logo. You should reach a page titled “Join an Unlisted Meeting”. If not, click on “Attend a Meeting” in the vertical menu list on the left side of the page. You should see the following screen:

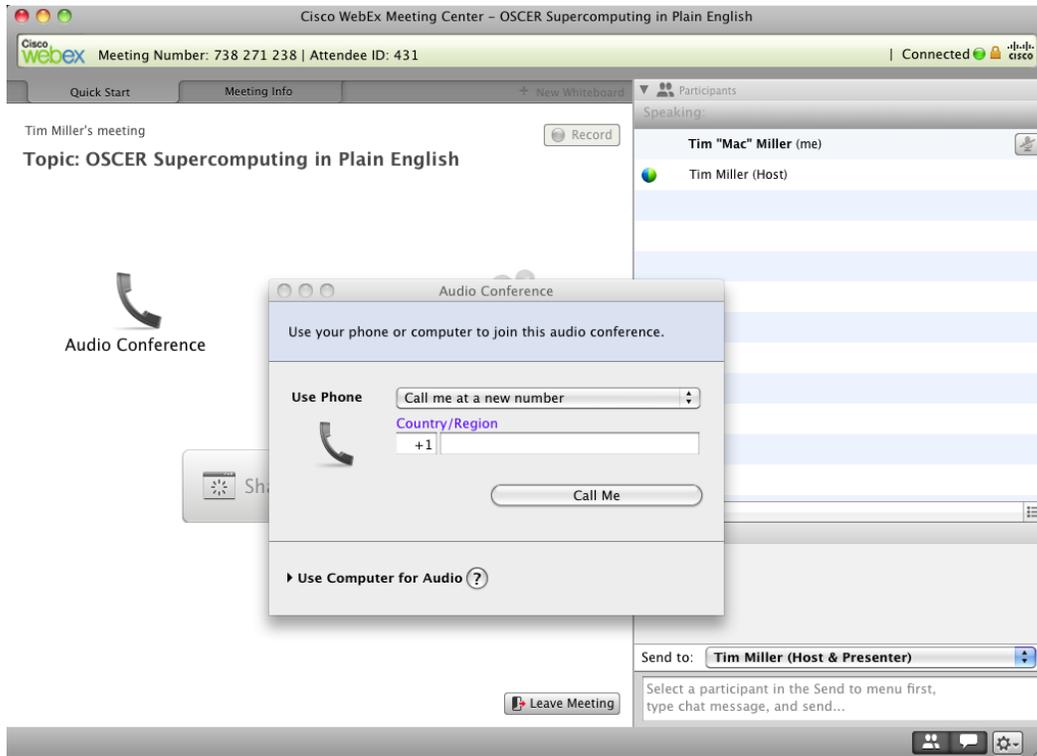


3. Enter the Meeting Number above into the box on the screen. Click “Join Now”.

4. The meeting information above will be presented to you (see screen below). On the right, you'll be prompted to enter "Your name", "Email address", and the "Meeting Password" (in the information section at the top of this document). After doing so, click "Join"



5. The Cisco Web Ex Meeting Java application will open. You should see the following:



6. Enter the phone number that Web Ex should use to **call you** in order to connect the audio portion of the session. Click on the “Call Me” button.
 - a. If you are in the United States, please use this option (“Use Phone”) as it helps keep our costs down. You can call any phone that has a number: cell phone, speaker phone, voip/soft phone.
 - b. If you are international, please use the “Use Computer for Audio” option.
7. When WebEx calls you via the “Use Phone” option, you will be prompted to enter “1” on the key pad in order to join the session.
8. When the workshop begins, the host of the WebEx session will mute all participants except for the OU site in order to minimize disruption. Only the host can unmute participants when this happens.
9. Once the workshop begins, the session slides should come up as a shared application or desktop. If it does not, your computing environment may not be supported. It may also take a few seconds depending on your connection. Be patient but also expect that there may be problems. Report the problems in the chat window and we’ll try to resolve them.

Frequently Asked Questions

1. Can I connect with the iPad WebEx app? Yes! Although, for the audio conference connection, please see step 6 above (i.e. choose “Use Phone”