Webex
Tips for Webex Meetings

Start & Join Webex Meeting

1

Start Meeting from Outlook

- From Microsoft Outlook, go to your calendar, and open your meeting.

- Select 'Join' Webex Meeting'.

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

Join WebEx meeting
WebEx Meeting number: 160 681 3081 Meeting password: 3kXkHAtm9*9

Join the audio using **Call Me** or join by Call In when Call Me is not available**

** CAUTION: Using a mobile device has the potential to impact everyone's audio quality.

Join by phone
Tap to call in from a mobile device (attendees only)
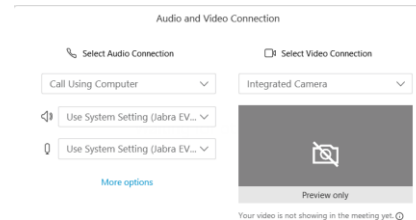+1-415-655-0045 US Toll
+1-415-655-0045 US Toll
Global call-in numbers | Toll-free calling restrictions

Join from a video system or application
Dial 1606813081@pgeval.webex.com

2

Join Webex Meeting

- You can join your meeting by clicking 'Join Meeting' in the invitation.

- Select your audio and video connections from the preview window

- Select 'Connect Audio' or 'Connect Audio and Video' to join the meeting

- Click here to view the video