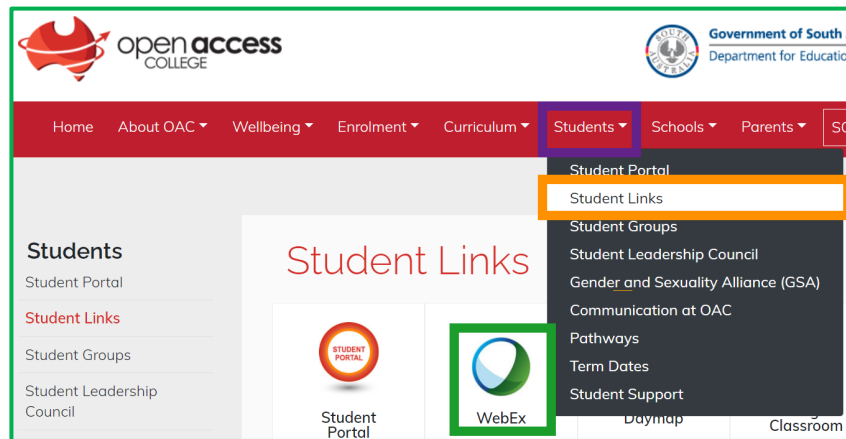


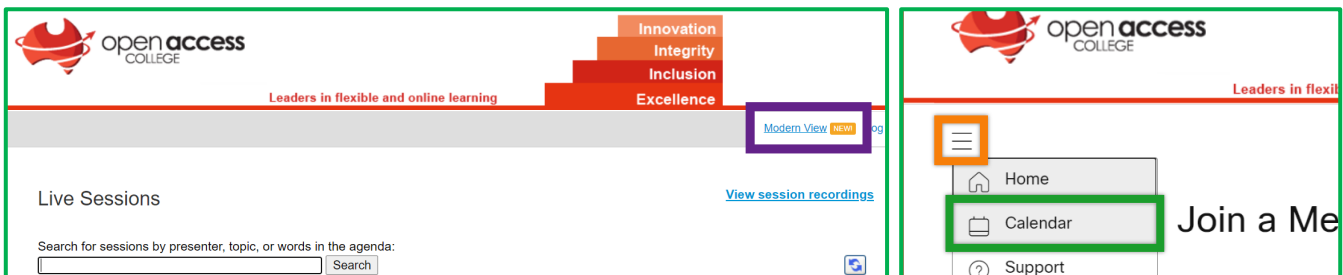
## Webex Meetings - Joining a Class via Website

1. Open your **internet browser** (e.g. Google Chrome), go to the **OAC website** (<https://www.openaccess.edu.au/>) and use the **red menu bar** near the top select **Students** > **Student Links** > **WebEx**

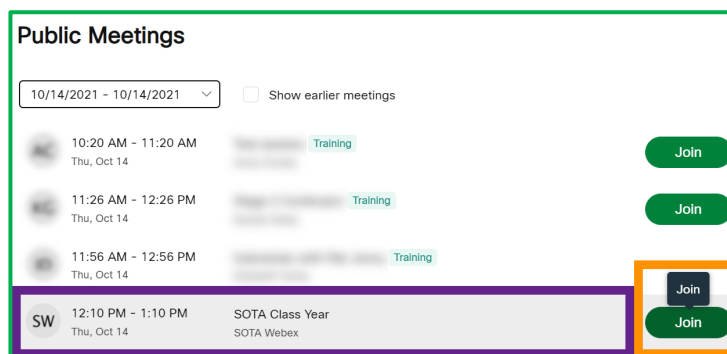


2. Select **Modern View [NEW!]** in the top right, click the **three horizontal lines** in the top left and select **Calendar**
  - a. Alternatively, simply open the link below link to jump straight to the **Public Meetings** page:

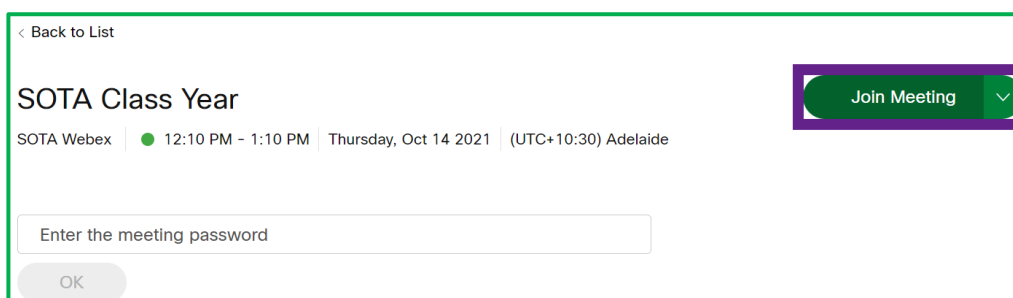
<https://openaccess.webex.com/webappng/sites/openaccess/meeting/home>



3. On the **Public Meetings** page, scroll down until you locate **your class** and click **Join** to the right of the session name
  - a. If you are unable to locate your class, use the **date menu** at the top of the page to narrow your search
  - b. Webex Meetings doesn't currently feature a search function like Webex Training
  - c. If the Public Meetings list is blank, please wait a minute and then use the **date menu** to select **today's date**

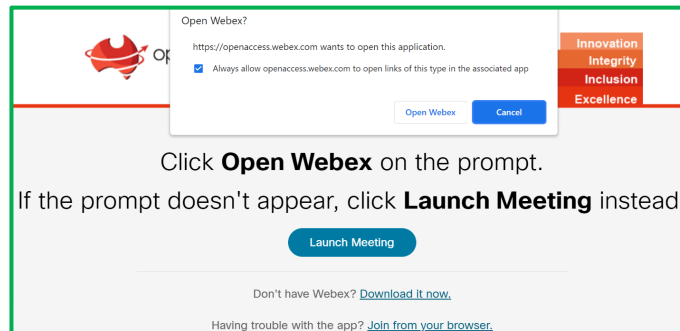


4. Click **Join Meeting** – you can enter the meeting password here if you wish, but you will also be prompted to do so later

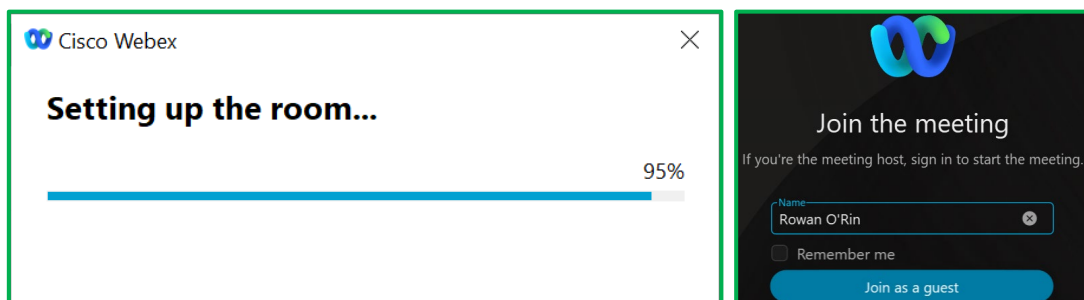


5. When your internet browser opens to the page below, follow the on-screen prompts to start Webex Meetings

**Note:** If your Webex lesson doesn't start, click the **Download it now** link to download and install the Webex Meetings app



6. Wait for the Cisco Webex window to finish loading, enter your **Name** when prompted and click **Join as a guest**



7. Click **Test speaker and microphone** to select and test your audio devices, then click **Join Meeting** when ready

