



Video Conferencing through Cisco Webex meeting

Dr. Suresh G. Isave

Associate Professor

S.P.Mandali's

Tilak College of Education, Pune



Let's take a tour

- Installation
- Key settings
- Various function buttons in conferencing
- Menu in conference room
- Variety of controls in conference rooms
- Official resources on Webex

Features of Webex meetings

- Free Version – 100 participants, 40 mins.
- Meeting schedule and share
- Video conferencing
- Screen sharing
- Chatting
- Notes
- Host controls
- Record meeting
- Preserving records

Installing

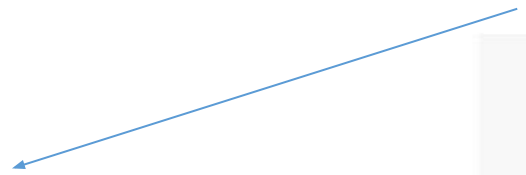


Webex Meetings

Looking for real time video conferencing?

- HD video for face-to-face meetings
- Flexible audio-only conference call options
- Easy screen sharing
- Meet across any device

[Download for Windows](#)



Webex Teams

Looking for messaging and team collaboration?

- One-on-one or group messaging
- Digital two-way whiteboarding
- Rich content and file sharing
- Video calling

[Download for Windows](#)

Sign up

- Register with valid email Id
- Confirm registration from email

← Reply ↶ Reply all → Forward 📁 Archive 🗑 Delete ⋮



Welcome to **Webex** Meetings. Now you can meet and collaborate anywhere, anytime, and on any mobile device or video system. Maximize your productivity with the best in integrated audio, video, and content sharing.

Get started

Create a password for your account so you can sign in to your **Webex** site and to the Cisco **Webex** Meetings desktop app and mobile app for a richer meeting experience.

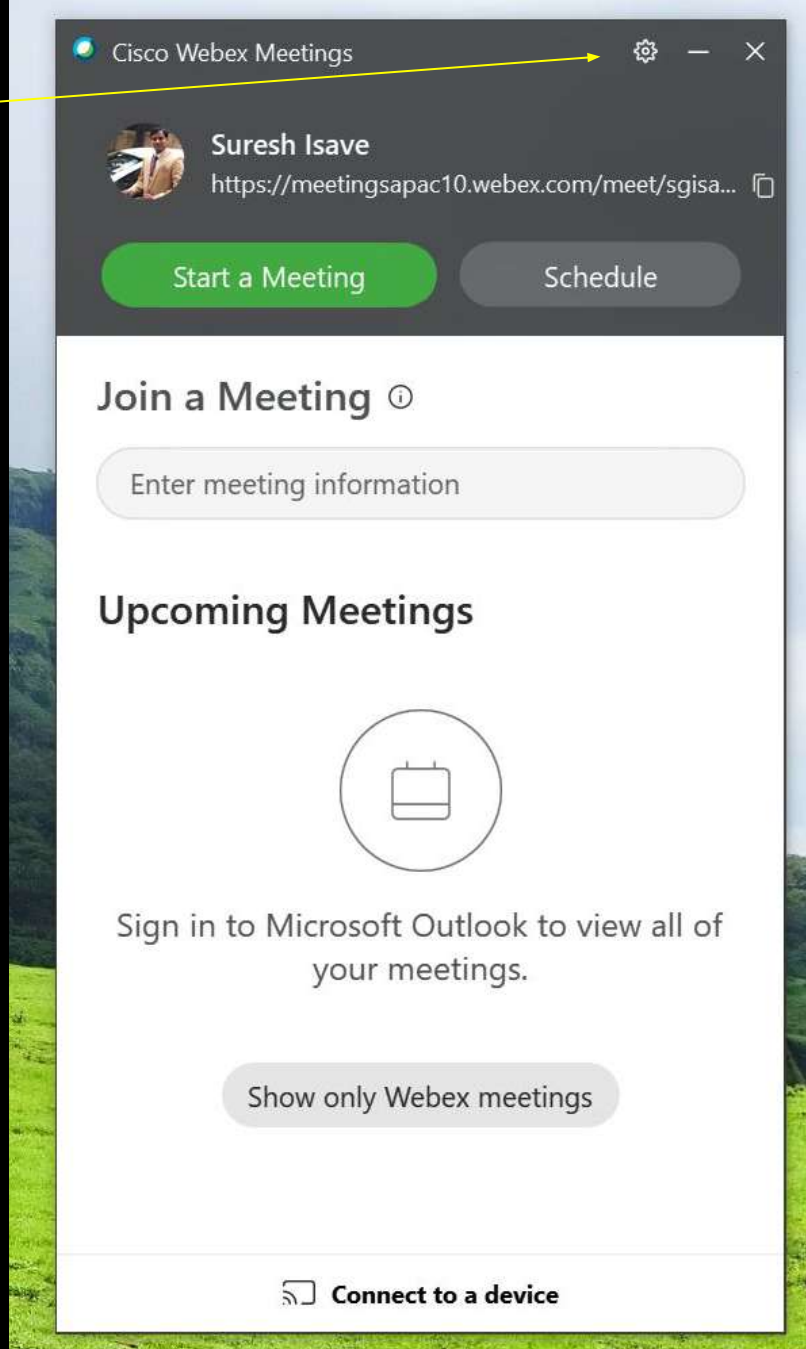
Username:

Webex site: meetingsapac10.webex.com

Create Password

**Never use any app without
proper setting**

Sign in



Cisco Webex Meetings

Suresh Isave
https://meetingsapac10.webex.com/meet/sgisa...

Start a Meeting Schedule

Join a Meeting ⓘ

Enter meeting information

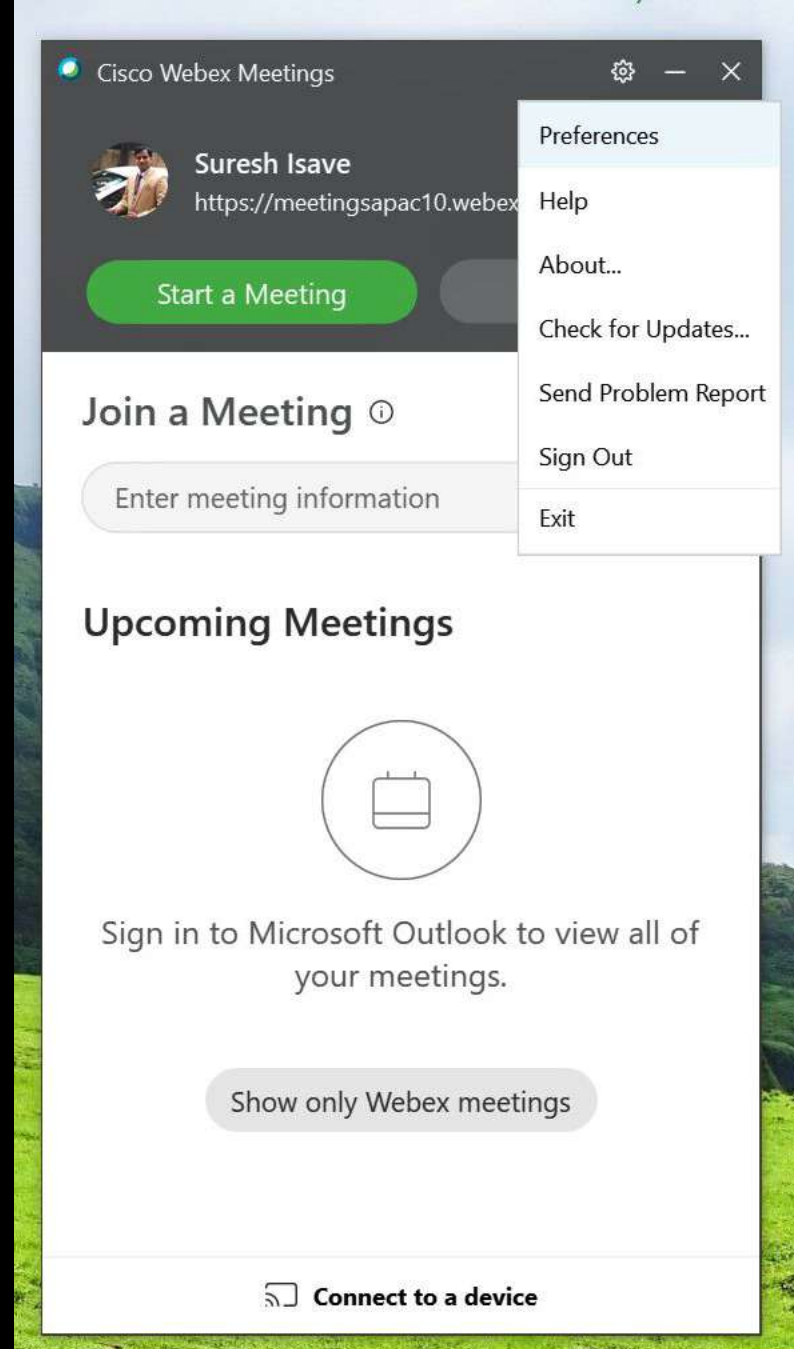
Upcoming Meetings

Sign in to Microsoft Outlook to view all of your meetings.

Show only Webex meetings

Connect to a device

A yellow arrow points from the text 'Sign in' to the settings gear icon in the top right corner of the app window.



Cisco Webex Meetings

Suresh Isave
https://meetingsapac10.webex.com/meet/sgisa...

Start a Meeting Schedule

Join a Meeting ⓘ

Enter meeting information

Upcoming Meetings



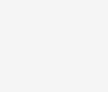
Sign in to Microsoft Outlook to view all of your meetings.

Show only Webex meetings

Connect to a device

- Preferences
- Help
- About...
- Check for Updates...
- Send Problem Report
- Sign Out
- Exit

General

- Account 
- My Personal Room 
- Meeting join options 
- Phone numbers
- Calendar
- Notifications
- Video systems

General

- Always show Cisco Webex Meetings desktop app panel on top of desktop
- Start Cisco Webex Meetings desktop app when Windows starts

Apply

↔ General

👤 Account

🏠 My Personal Room

👤 Meeting join options

📞 Phone numbers

📅 Calendar

🔔 Notifications

📺 Video systems

Account

Username

rajiv.tee@hotmail.com

Webex site URL

meetingsapac10.webex.com

[Change](#)

Email address:

rajiv.tee@hotmail.com

⇄ General

👤 Account

🔒 My Personal Room

🔒 Meeting join options

📞 Phone numbers

📅 Calendar

🔔 Notifications

📺 Video systems

My Personal Room

Personal Room name:

Suresh Isave's Personal Room

Personal Room link: ⓘ

https://meetingsapac10.webex.com/meet/s [redacted]

Personal Room number:

5 [redacted] 2

Video address:

[redacted]e@meetingsapac10.webex.com

Host PIN: ⓘ

[redacted]

[Edit my Personal Room on the Webex site](#)

General

Account

My Personal Room

Meeting join options

Phone numbers

Calendar

Notifications

Video systems

Meeting join options

These settings will apply when you join your next meeting. ⓘ

Video device

- Join meeting from connected video device ⓘ
- Skip audio and video preview (Coming soon!)

Computer audio, phone, and camera

- Use my last audio and video settings
- Always use the following audio and video settings:
 - Skip audio and video preview (Coming soon!)

Audio connection

▾

- Mute me when I join

Apply

General

Account

My Personal Room

Meeting join options

Phone numbers

Calendar

Notifications

Video systems

Phone numbers

Saved phone numbers

[Edit](#)

No saved used phone numbers.

Recent phone numbers

[Clear](#)

You have no recently used phone numbers.

⇄ General

👤 Account

🏠 My Personal Room

🔒 Meeting join options

📞 Phone numbers

📅 Calendar

🔔 Notifications

📺 Video systems

Calendar

Meetings list

Which meeting calendar do you want to use for your meetings list?

Webex meeting

Microsoft Outlook

Number of days to show in meetings list:

 ▾

Apply

General

Account

My Personal Room

Meeting join options

Phone numbers

Calendar

Notifications

Video systems

Notifications

Meeting notifications

15 minutes before scheduled start time

In-meeting notification sounds

Receiving a chat message Beep

Only if not viewing Chat panel

Participant action sounds

Join meeting Beep

Leave meeting Beep

Raise hand Beep

Apply

General

Account

My Personal Room

Meeting join options

Phone numbers

Calendar

Notifications

Video systems

Video systems

Discover video devices

Automatically discover nearby devices

Call my video system

Connect without pressing 1 on my video system

Apply

Log in to Webex site for further settings..

(Remember, all settings are not in an App, some are on the website of the App)



Enter meeting information to join a meeting

Upgrade Now

English | Suresh

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

Suresh Isave's Personal Room

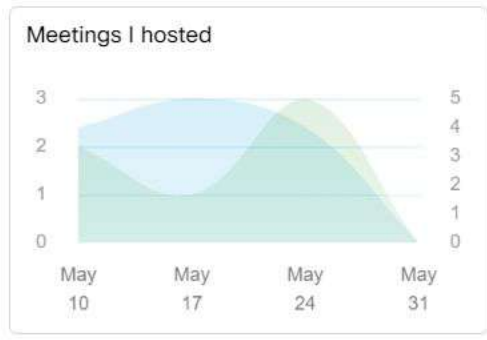
https://meetingsapac10.webex.com/meet/

More ways to join

Start a Meeting | Schedule

Upcoming Meetings

Insights





Enter meeting information to join a meeting

Upgrade Now

English | Suresh

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

My Webex Meetings

Schedule

Upcoming Past

My Meetings

06/14/2020 - 06/20/2020

Show earlier meetings

Next 7 days
Next 30 Days
Next Month
Custom Range

From: 06/14/2020 To: 06/20/2020

Cancel OK

Jun 2020							Jul 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6	28	29	30	1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30	1	2	3	4	26	27	28	29	30	31	1
5	6	7	8	9	10	11	2	3	4	5	6	7	8



Enter meeting information to join a meeting

Upgrade Now

English | Suresh

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

My Webex Meetings

Schedule

Upcoming **Past**

My Meetings | 05/01/2020 - 05/31/2020

Last 7 days
 Last 30 days
 Last month
 Custom Range

From: 05/01/2020 To: 05/31/2020

Cancel OK

May 2020							Jun 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2	31	1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	1	2	3	4
31	1	2	3	4	5	6	5	6	7	8	9	10	11



Enter meeting information to join a meeting ⓘ

Upgrade Now

English | Suresh ▾

- Home
- Meetings
- Recordings**
- Preferences
- Insights
- Support
- Downloads
- Feedback

My Recorded Meetings

- All
- All
- Shared with me
- Deleted

Security Date ▾ Duration Size Format



You don't have any recordings.



Enter meeting information to join a meeting

Upgrade Now

English | Suresh

- Home
- Meetings
- Recordings
- Preferences**
- Insights
- Support
- Downloads
- Feedback

Preferences

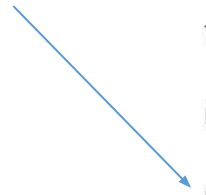
- General**
- My Personal Room
- Audio and Video
- Scheduling
- Recording

Time zone (UTC+05:30) Chennai, Kolkata, Mumbai, New Delhi

Language English

Region United States

- Sign-in accounts
- Google [Connect](#)
 - Microsoft Office 365 [Connect](#)
 - Facebook [Connect](#)





Enter meeting information to join a meeting

Upgrade Now | English | Suresh

- Home
- Meetings
- Recordings
- Preferences**
- Insights
- Support
- Downloads
- Feedback

Preferences

- General
- My Personal Room**
- Audio and Video
- Scheduling
- Recording

Personal Room name: Suresh Isave's Personal Room

Your Personal Room name must be between 1 and 128 characters

Personal Room link: [Redacted]

Host PIN: [Redacted]

Your host PIN must be exactly 4 digits. It can't contain sequential digits, such as 1234, or repeat a digit 4 times, such as 1111.

Automatic lock: Automatically lock my room 10 minutes after meeting starts so people can't enter until I admit them

Notification: Notify me by email when someone enters my Personal Room lobby while I am away



Enter meeting information to join a meeting ⓘ

Upgrade Now

English | Suresh ▾

Preferences

General My Personal Room Audio and Video **Scheduling** Recording

- Email invitation Send a copy of the email invitation to me
- Share meeting content ⓘ Automatically share the meeting highlights, recording, and transcript with meeting participants and invitees and allow them to make edits

Cancel Save



Enter meeting information to join a meeting ⓘ

Upgrade Now

English | Suresh ▾

- General
- My Personal Room
- Audio and Video
- Scheduling
- Recording**

Recording view ⓘ

- Video thumbnails view
 - With shared content
 - No shared content
- Active speaker view
 - With shared content
 - No shared content
- Content-only view (no participant video is recorded)
 - With shared content
 - No shared content

Cancel Save



Enter meeting information to join a meeting ⓘ

Upgrade Now English Suresh ▾

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

Meetings I hosted For last 12 Weeks ▾



Participants in meetings I hosted For last 12 Weeks ▾



Meetings I hosted

7 meetings

16 meeting minutes

Weekly meeting averages

1 meeting per week

3 minutes per meeting

Average number of attendees per meeting

1 participant per meeting

Largest meeting

1 participant

Smallest meeting

1 participant



Enter meeting information to join a meeting ⓘ

Upgrade Now

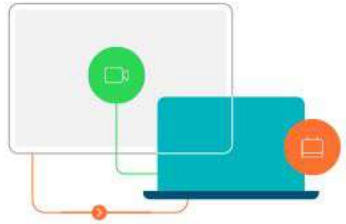
English | Suresh ▾

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

Download

Version information ⓘ

Cisco Webex Meetings Desktop App



The Webex Meetings desktop app allows you to start and join meetings quickly and easily. You can start and join meetings from desktop app or click a button to schedule a meeting from your calendar application. Starting with version 39.10, the Webex Meetings desktop app no longer includes integrations with Microsoft Outlook, Microsoft Office, IBM Lotus Notes, or other applications. When you install the latest version of the Webex Meetings desktop app, any previous versions of those integrations will be uninstalled. To install those integrations, download Cisco Webex Productivity Tools.

Download



Enter meeting information to join a meeting

Upgrade Now | English | Suresh

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback



Mobile App

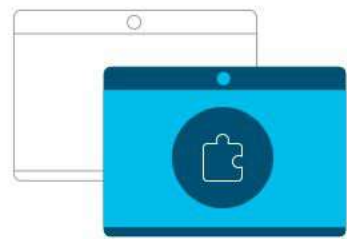
Download the free Cisco Webex Meetings mobile app to meet anywhere from your smartphone or tablet.



Extension

Add the Cisco Webex extension for a seamless experience when joining Webex meetings using Google Chrome.

Add to Chrome





Enter meeting information to join a meeting ⓘ

Upgrade Now

English | Suresh ▾

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

Cisco Webex Meetings for Google Calendar App for G Suite

The Cisco Webex for Google Calendar app for G Suite makes it easy to schedule, start, and join Webex meetings and Webex Personal Room meetings from your Google Calendar.

[Install from G Suite Marketplace](#)



Cisco Webex Meetings Scheduler for Microsoft Office 365

Cisco Webex Meetings Scheduler for Microsoft Office 365 makes it easy for you to schedule, start, and join Webex meetings and Personal Room meetings directly from Microsoft Outlook in Office 365.

[Install from Microsoft AppSource](#)



Enter meeting information to join a meeting

Upgrade Now | English | Suresh

- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback**

Feedback

What would you like to send feedback about?

Which area would you like to give feedback on?

- Joining a meeting
- Scheduling a meeting
- Running your meeting
- Other

Cancel | Send



Enter meeting information to join a meeting

Upgrade Now

English Suresh ^

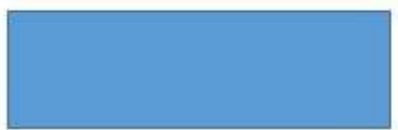
- Home
- Meetings
- Recordings
- Preferences
- Insights
- Support
- Downloads
- Feedback

My Webex Profile



Suresh Isave

Edit My Profile



- My profile
- My contacts
- My reports
- Sign out

My Webex Reports

All Services

- [Usage Report](#)
View usage information for your meetings.

Webex Meetings:

- [Meeting Recording Report](#)
View a list of attendees who have downloaded or viewed a meeting recording.

Usage Report

View usage, such as attendance, duration, and more across all your meetings.
Note: You can generate a report for any dates up to three months prior to today.

From: June 8 2020

To: June 14 2020

Topic: (optional)

Sort results by: Date

Meeting Recording Report



[My Reports](#) > **Meeting Recording Report**

To view a list of attendees who downloaded or viewed a meeting recording, provide your search criteria below.
Note: You can generate reports for 3-month periods within one year prior to today.

From: May 14 2020
To: June 14 2020
Recording name:

Schedule a New Meeting

meeting - Meeting

FILE MEETING INSERT FORMAT TEXT REVIEW

Delete Copy to My Calendar Forward Appointment Scheduling Skype Meeting Online Meeting Meeting Notes Address Book Check Names Response Options

Show As: Busy Reminder: 15 minutes Recurrence

i You haven't sent this meeting invitation yet.

To... sgisave@gmail.com;

Subject meeting

Location webex

Start time Fri 19-06-2020 16:30 All day event

End time Fri 19-06-2020 17:00

Please attend the meeting

Click a photo to see recent emails and social updates.

Connect to social networks to show profile photos and activity updates of your colleagues in Office. Click here to add networks.

ALL ATTENDEES (2)

ACCEPTED (0)

TENTATIVE (0)

DECLINED (0)

NOT RESPONDED (2)

Unknown

sgisave@gmail.com

Cisco Webex Meetings

Suresh Isave
https://meetingsapac10.webex.com/meet/sgisa...

Start a Meeting Schedule

Join a Meeting ⓘ

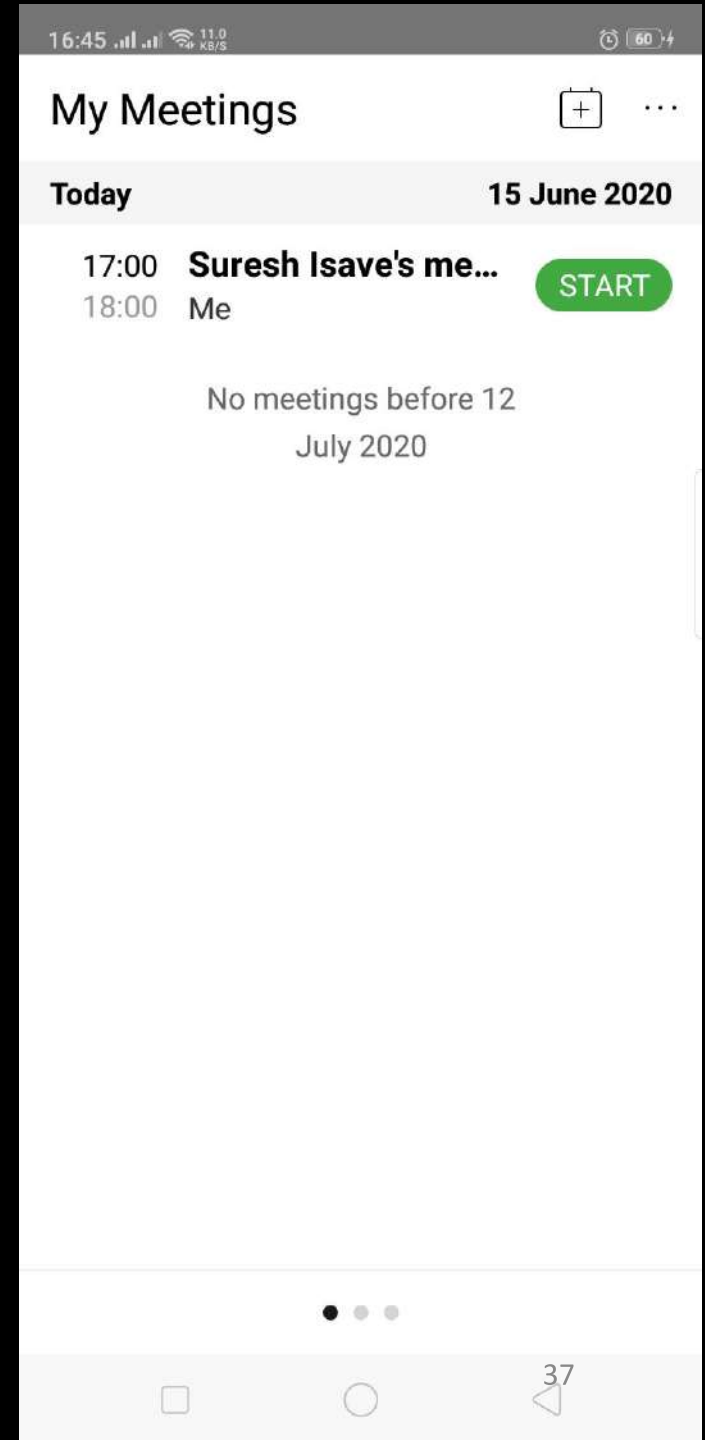
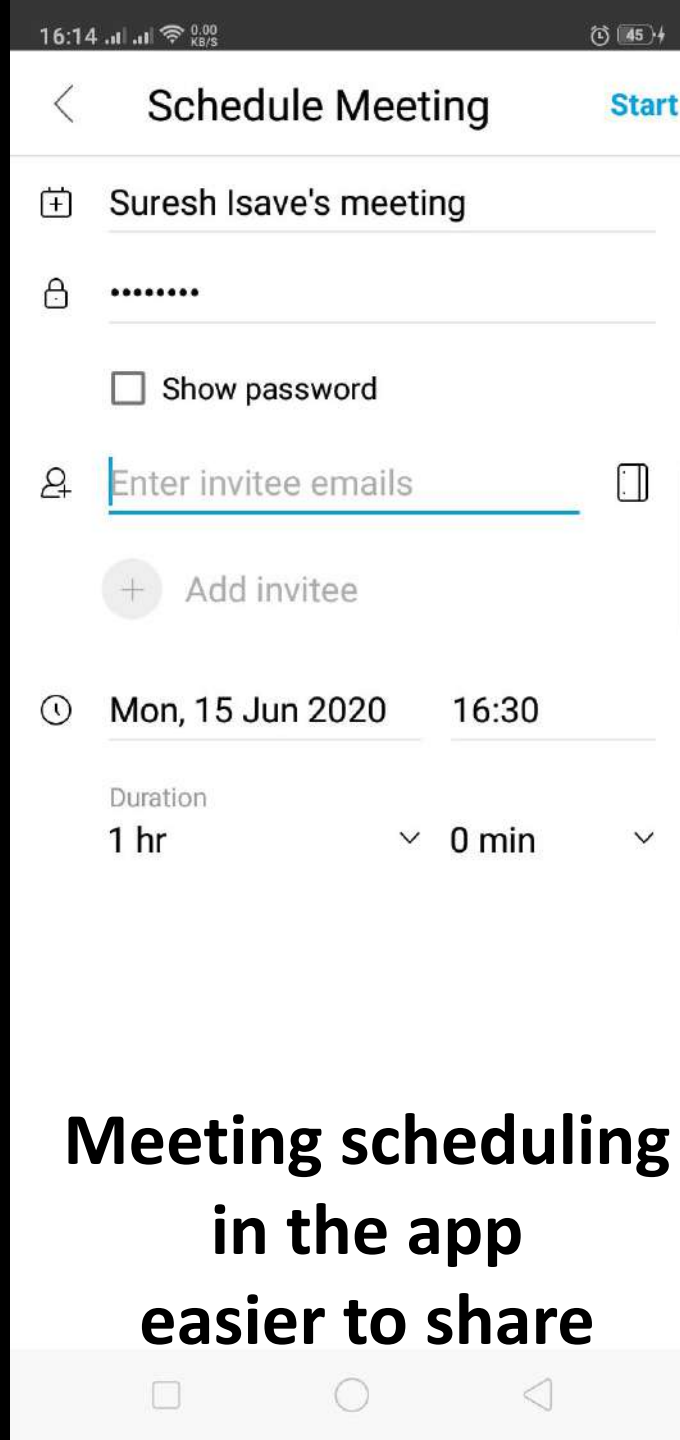
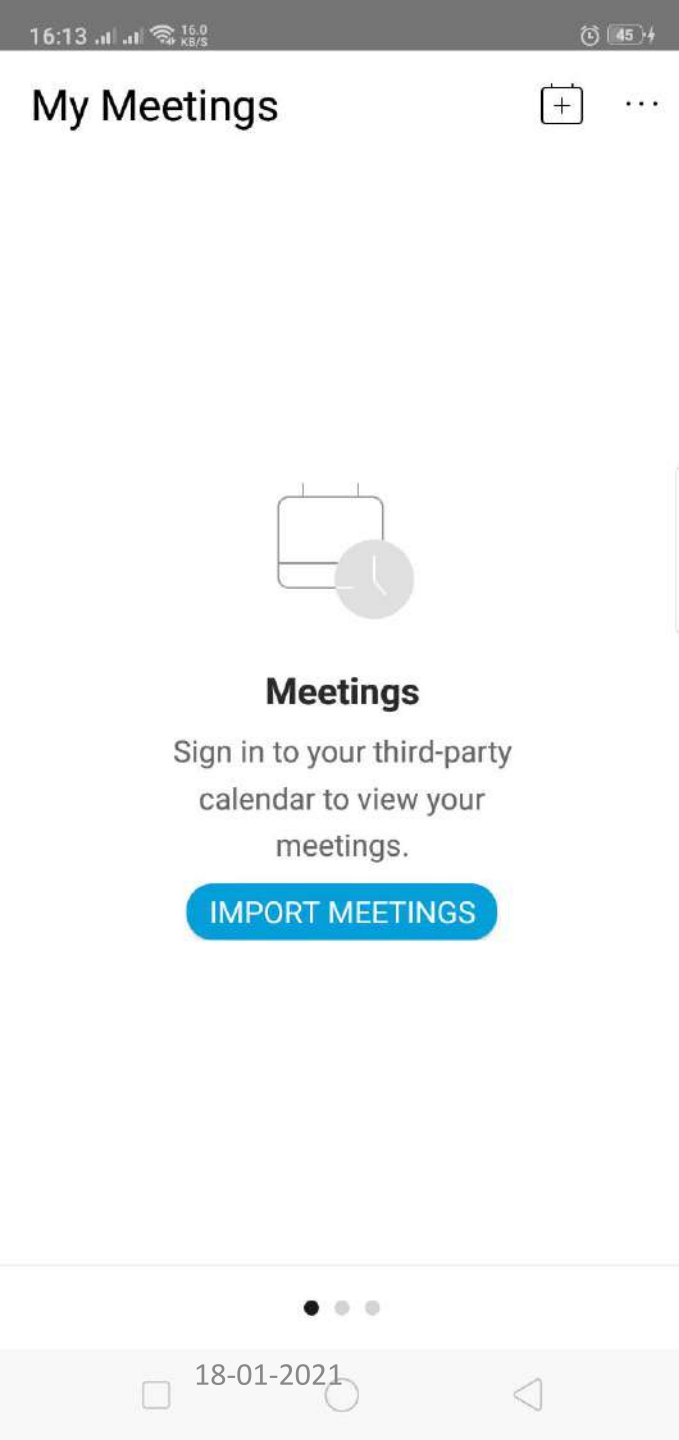
Enter meeting information

Upcoming Meetings

Sign in to Microsoft Outlook to view all of your meetings.

Show only Webex meetings

Connect to a device



16:45 0.02 KB/S

Meeting Info

Suresh Isave's meeting **START**

INFO AUDIO

Host
Me

When
Monday, 15 June 2020, 17:00 (1 hr)
India Standard Time (GMT+05:30)

Meeting number
1 [redacted] 01

Password
m [redacted] tD

Video address
1 [redacted] 01@meetingsapac10.webex.com

Host key
73 [redacted] 76

18-01-2021

16:45 8.00 KB/S

Meeting Info

Suresh Isave's meeting **START**

INFO AUDIO

Host
Me

OPPO Share. Tap here to turn on Wi-Fi and Bluetooth to send via "OPPO Share".

- WhatsApp
- Send to Zoom Buddies
- Messages
- Messages
- News Feed
- Invite friends
- Outlook
- Gmail

Cancel

739176

Send to...

Meeting Topic: Suresh Isave's meeting (Trial meeting)
Meeting number: 1567095101
When: Monday, 15 June 2020, 17:00 (1 hr) India Standard Time GMT+05:30
URL:
<https://meetingsapac10.webex.com/meetingsapac10/j.php?MTID=m1e0de1631640aac42ba06581803f7403>

Cisco Webex Meetings
Simple, modern video meetings for the global workforce. Join from anywhere
meetingsapac10.webex.com


> "My Students My Pride", 205 ICT Meth...

38

Start a Meeting



Suresh Isave

<https://meetingsapac10.webex.com/meet/sgisa...> 



Start a Meeting

Schedule


Join a Meeting

Enter meeting information

Upcoming Meetings

 Sign in your Outlook to view all your meetings 

15 June 2020  

17:00 | Suresh Isave's meeting 
18:00 | Suresh Isave

 Webex Meeting Reminder 



Suresh Isave's meeting

17:00 - 18:00

Host: Suresh Isave

Snooze 

Start Meeting

 Connect to a device

Suresh Isave's meeting

17:00 - 18:00



Start Meeting

Use video system

Use computer for audio

Realtek High Definition A...

Understanding Action Buttons



Participants (1)

Search

-  **Suresh Isave**
Host, me

Waiting for others to join

Unmute





Waiting for others to join

Start my video



Participants (1)

Search

Suresh Isave
Host, me

Share Content

Optimize for text and images



Screen 1



Start



Microsoft PowerP...



Cisco Webex Mee...



PDStyleAgent



Mail



Movies && TV



Microsoft Edge



Microsoft Store



Participants (1)

Search



Suresh Isave
Host, me



Online You're sharing Microsoft Powe... Failed)

FILE HOME INSERT DESIGN TRANSITIONS ANIMATIONS SLIDE SHOW REVIEW VIEW

Paste Cut Copy Format Painter Clipboard

New Slide Layout Reset Section Slides

Font B I U S abc AV - Aa - A - Paragraph

Text Direction Align Text Convert to SmartArt

Drawing Shape Fill Shape Outline Shape Effects Arrange Quick Styles

Editing Find Replace Select

1 Online Teaching : Precautions (Teacher's perspective) Dr. Suresh G. Isave Pune


2 Online Teaching
• Content
• Communication
• Resourcefulness

3 Online Teaching – Precautions
• More precautions should be taken online because online classes happen in open world and not with school or class, so some legal issues may occur.
• All actions leaves digital foot prints behind.

4 Online Teaching – Precautions
• Start online teaching for a school when you receive official instructions from school authority.
• Use the platform as suggested or provided by a school.
• School should train teachers for the use and security features

5 Online Teaching – Precautions
• Parents' consent must be obtained for an online teaching and record should be preserved.
• Data and Privacy Policy of an app should be communicated with the parents and their written (online or offline) consent should be taken about the use of an app.

6 Online Teaching – Precautions



Online Teaching : Precautions

(Teacher's perspective)

Dr. Suresh G. Isave
Pune

ALLPPT.com _ Free PowerPoint Templates, Diagrams and Charts

Click to add notes

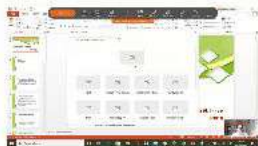


Stop Sharing

- Share Content...
- Share Web Browser
- Share Multimedia...
- Share Remote Computer...
- Share My Meeting Window

Share Content

Optimize for text



Screen 1

Start	Microsoft PowerP...	Cisco Webex Mee...	PDStyleAgent
Mail	Movies && TV	Microsoft Edge	Microsoft Store

ALL-PT.com - Free Power-point templates, Diagrams and Charts

- 1 Online Teaching : Precautions (Teacher's perspective) Dr. Suresh G. Isave Pune
- 2 Online Teaching
 - Content
 - Communication
 - Resourcefulness
- 3 Online Teaching - Precautions
 - More precautions should be taken online because online classes happen in open world and not with school or class, so some legal issues may occur.
 - All actions leaves digital foot prints behind.
- 4 Online Teaching - Precautions
 - Start online teaching for a school when you receive official instructions from school authority.
 - Use the platform as suggested or provided by a school.
 - School should train teachers for the use and security features
- 5 Online Teaching - Precautions
 - Parents' consent must be obtained for an online teaching and record should be preserved.
 - Data and Privacy Policy of an app should be communicated with the parents and their written (online or offline) consent should be taken about the use of an app.
- 6 Online Teaching - Precautions

Dr. Suresh G. Isave Pune



Online Teaching - PowerPoint (Product Activation Failed)

FILE HOME INSERT DESIGN LAYOUT SLIDE SHOW REVIEW VIEW VIDEO RECORDER PARTICIPANTS CHAT ANNOTATE MORE

Clipboard: Paste, Cut, Copy, Format Painter

Slides: New Slide, Layout, Reset, Section

Font: B, I, U, S, Aa, A

Drawing: Make this participant the presenter, Pass Keyboard and Mouse Control, Allow to Annotate

Editing: Find, Replace, Select

Stop Sharing

1 Online Teaching : Precautions (Teacher's perspective) Dr. Suresh G. Isave Pune


2 Online Teaching
• Content
• Communication
• Resourcefulness

3 Online Teaching – Precautions
• More precautions should be taken online because online classes happen in open world and not with school or class, so some legal issues may occur.
• All actions leaves digital foot prints behind.

4 Online Teaching – Precautions
• Start online teaching for a school when you receive official instructions from school authority.
• Use the platform as suggested or provided by a school.
• School should train teachers for the use and security features

5 Online Teaching – Precautions
• Parents' consent must be obtained for an online teaching and record should be preserved.
• Data and Privacy Policy of an app should be communicated with the parents and their written (online or offline) consent should be taken about the use of an app.

6 Online Teaching – Precautions



Online Teaching : Precautions

(Teacher's perspective)

Dr. Suresh G. Isave
Pune

ALLPPT.com _ Free PowerPoint Templates, Diagrams and Charts

Click to add notes



Webex_Demo_NCERT_SGIsava... PowerPoint (Product Activation Failed)

FILE HOME INSERT DESIGN ANIMATIONS SLIDE SHOW REVIEW VIEW Video Recorder Participants Chat Annotate More

Clipboard Slides Font Paragraph Drawing Editing

Stop Sharing

You're sharing Microsoft Powe...

View who's in the meeting.

Find Replace Select

41

42

43

44

45

46

Click to add notes

Participants (1)

Search

Suresh Isave
Host, me



Paste | Cut | Copy | Format Painter | Clipboard | New Slide | Slide

43 [Thumbnail]
44 [Thumbnail]
45 [Thumbnail]
46 [Thumbnail]
47 [Thumbnail]

Health Checker



Meeting Quality

Test

- Network connection ●
- Meeting service ●
- Audio ●
- Video ●
- Shared content --



System Information

Refresh

- Total CPU usage 48%
- Memory utilization
 - Total 85%
 - Webex Meetings 9%

See more details in [Audio & Video Statistics](#)

Health Status

Good

No problems found

- Summary...
- Audio and Video Statistics...

Send Problem Report

- Notes
- Manage Panels...
- Unlock meeting
- Invite and Remind...
- Copy Meeting Link
- Meeting Info...
- View
- Audio Connection...
- Speaker, Microphone, and Camera...
- Connect to a Device...
- Health Checker**
- End Meeting

16:34
15-06-2020



Waiting for ot

- Notes
- Lock meeting
- Invite and remind
- Copy meeting link
- Audio connection
- Speaker, microphone, and camera
- Connect to a device
- End meeting



End Meeting

Do you want to end the meeting?

- Save meeting files
 - Chat
 - Notes

To: C:\Users\hp\Documents\20200615-Suresh

[Browse...](#)

End Meeting Cancel

Participants (1)

Search

 **Suresh Isave**
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM
Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save

Meeting control icons: Mute, Video Off, Screen Share, Stop Video, Participants, Chat, More Options, End Meeting

Save Notes As

Save in: Documents

Name	Date modified
2019_03_13	13-03-2019 21:03
2019_06_11	11-06-2019 22:23
2019_06_14	14-06-2019 22:02
2019_06_15	15-06-2019 09:50
2019_07_26	26-07-2019 20:32
2019_09_29	29-09-2019 13:15
20200512-testing (161027606541504740)	12-05-2020 15:26
20200513-Dating Apps_ Frauds & Precautions(161...	13-05-2020 11:18
ActivePresenter	13-06-2020 16:24
ActivePresenter Templates	14-06-2020 17:35
ACTIVISION	20-10-2018 21:35
Adobe	23-01-2020 16:07
Custom Office Templates	23-11-2018 20:33

File name: Notes

Save as type: Notes (*.txt)

Save Cancel

isco Webex Meetings

Connected

Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM

Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save



Managing Participants

Megha Kadam



Participant thumbnails:

- Thumbnail 1: Circle with 'N'
- Thumbnail 2: Circle with 'N'
- Thumbnail 3: Circle with 'R'

Participant list at the bottom:

- Megha Kadam
- nahar.chandan2
- nehadeore19
- Rohini

Participants (5)

- Search
- Suresh Isave (Host, me)
- MK Med [redacted]
- N na [redacted] 2
- N ne [redacted] 9

Change Role To

- Presenter
- Host
- Note Taker
- Closed Captionist

Pass Keyboard and Mouse Control

Allow to Annotate

Assign Privileges...

Mute

Unmute

Mute All

Unmute All

Stop Video

Chat

Move to Lobby

Expel

Chat

from Megha Kadam to

Hello Sir!

Good morning!

from Suresh Isave to ev

good morning

To: Everyone

Enter chat message here

The main meeting grid displays four participants in a 2x2 layout. Each participant is represented by a large circular icon with their initials and a name label below it. The top-left tile shows 'MK' with the name 'Megha' below. The top-right tile shows 'N' with the name 'naha...' below. The bottom-left tile shows 'N' with the name 'neha' below. The bottom-right tile shows 'P' with the name 'pratiksha' below. A toolbar at the top right of the grid includes icons for camera, chat, gallery, and copy.

Participants (6)

Search

- Suresh Isave
Host, me
- Meg...
- naha...2**
- neha...
- pratiksha
- Rohini

Chat

from Megha... to everyone: 11:04 AM
Hello Sir!
Good morning!

from Suresh Isave to everyone: 11:05 AM
good morning

To: Everyone

Enter chat message here

The participant control bar for 'Rohini' is highlighted with a blue border. It contains several circular icons: a microphone (muted), a video camera (off), a screen share icon, a recording icon, a profile icon, a chat icon, a more options icon, and a red 'X' icon. The name 'Rohini' is displayed to the left of the icons.





Megha [redacted]

nahar. [redacted]

neh [redacted]



pratiksha

Rohini

Participants (6)

Search

- Suresh Isave (Host, me)
- MK Megha [redacted]

Chat

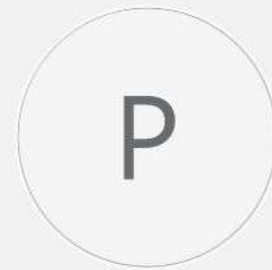
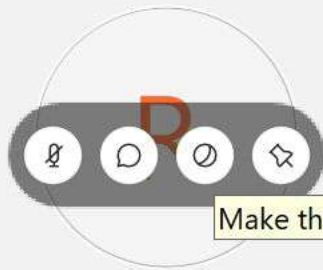
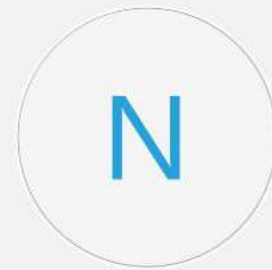
from Megha [redacted] to everyone: 11:04 AM
Hello Sir!
Good morning!

from Suresh Isave to everyone: 11:05 AM
good morning

To: Everyone

Enter chat message here 57





Make this participant the presenter



Understanding Menu

Open and Share... Ctrl+O

Open Poll Questions...

Open Chat...

Close Ctrl+W

Save

Save As

Save All...

Transfer... Ctrl+Shift+T

Print

Send Transcript...

End Meeting

Share File

Look in: This PC

Name	Type	Total Size
Desktop	System Folder	
Documents	System Folder	
Downloads	System Folder	
Music	System Folder	
Pictures	System Folder	
Videos	System Folder	
Devices and drives (5)		
Windows (C:)	Local Disk	459 GB
RECOVERY (D:)	Local Disk	16.3 GB
New Volume (E:)	Local Disk	227 GB
New Volume (F:)	Local Disk	227 GB
DVD RW Drive (G:)	CD Drive	

File name:

Files of type: All Files (*.*)

Open Cancel

Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM

Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save

Meeting controls: Mute, Video Off, Screen Share, Stop Video, Participants, Chat, More, End Meeting

May 13, 2020 11:23 AM from Saumya A to all participants: Good Morning

May 13, 2020 11:23 AM from [REDACTED] all participants: good morning

May 13, 2020 11:24 AM from [REDACTED] s: good morning everyone

May 13, 2020 11:24 AM from [REDACTED] ants: good morning to everyone

May 13, 2020 11:24 AM from [REDACTED] nts: good morning sir.

May 13, 2020 11:24 AM from [REDACTED] : good morning

May 13, 2020 11:24 AM from [REDACTED] pants: good morning Suresh Sir ji

May 13, 2020 11:24 AM from [REDACTED] icipants: good morning to everyone

May 13, 2020 11:24 AM from [REDACTED] rticipants: good morning to everyone

May 13, 2020 11:24 AM from [REDACTED] icipants: good morning to all

May 13, 2020 11:24 AM from [REDACTED] Good Morning All

May 13, 2020 11:24 AM from [REDACTED] : good morning

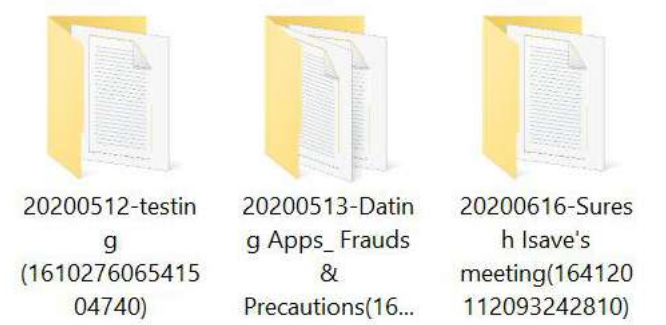
May 13, 2020 11:25 AM from [REDACTED] ticipants: good morning everyone

May 13, 2020 11:25 AM from [REDACTED] cipants: good morning

May 13, 2020 11:26 AM from [REDACTED] hello everyone----Good Morning

May 13, 2020 11:26 AM from [REDACTED] articipants: Good Morning to all

May 13, 2020 11:27 AM from [REDACTED] articipants: Good morning all. Sathya priyadharshini



- Open and Share... Ctrl+O
- Open Poll Questions...
- Open Chat...

- Close Ctrl+W
- Save ▾
- Save As ▾
- Save All...

- Transfer... Ctrl+Shift+T
- Print** ▾
- Send Transcript...
- End Meeting

- Document... Ctrl+P
- Chat...

Waiting for others to join



- Undo Ctrl+Z
- Redo Ctrl+Y
- Add Page
- Paste As New Page
- Annotate On
- Clear
- Font... Ctrl+Alt+F
- Preferences...

Preferences

Chat Participants

When receiving a message

Play the selected sound

Only if not viewing chat panel

Sound:

Beep Sound

Browse...

OK Apply Cancel

Waiting for others to join

Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM

Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save



- Full Screen Alt+Enter
- Thumbnails
- Rotate Page Left Ctrl+Shift+<
- Rotate Page Right Ctrl+Shift+>
- Zoom In Ctrl++
- Zoom Out Ctrl+-
- Zoom To >
- Fit to Viewer
- Fit to Width Ctrl+Shift+W
- Automatically Advance Pages...
- Synchronize for All Ctrl+Shift+Y
- Panels** >
- Show Participant Video
- Show or Hide Meeting Controls Ctrl+Shift+Q

- Restore Layout
- Hide Panels
- Manage Panels...**

Participants (1)

Search

 **Suresh Isave**
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM

Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save

Meeting controls: Mute, Video Off, Screen Share, Stop Video, Participants, Chat, More, End Meeting



- Mute Me Ctrl+M
- Unmute Me Ctrl+M
- Mute All
- Unmute All
- Mute on Entry
- ✓ Entry and Exit Tone
- Invite and Remind...
- Copy Meeting Link
- ✓ Anyone Can Share Ctrl+Alt+S
- Assign Privileges... Ctrl+K
- Change Role To
- Reclaim Host Role
- Expel

for others to join



Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM
Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save



- Information
- Start Recording
- Recorder Settings
- Welcome Message...**
- Options...
- Lock Meeting

Waiting for others to join



Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone: 5:04 PM
 Welcomme all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save

Display this message when attendees join the meeting.

Message:

Welcome to the meeting.
Please mute your mike.
Unmute when told.
answer the poll at the end.

Regards,
Suresh Isave

(255 characters max) OK

- Information
- Start Recording
- Recorder Settings
- Welcome Message...
- Options...**
- Lock Meeting

Meeting Options

General Content Sharing Import Mode

Select meeting options:

- Allow all participants to turn on video
- Chat
- Notes
 - Allow all participants to make notes
 - Single notes taker
- File Transfer
- Enable UCF rich media for attendee
- Enable Closed Captioning

OK Apply Cancel

Waiting for other participants

Participants (1)

Suresh Isave
Host, me

Chat

Suresh Isave to everyone: 5:04 PM

Welcome all

Everyone

Notes

... is a test meeting. Just want to give experinece to my parents about the use of this chat.

Save



Meeting Options

General **Content Sharing**

Revert to classic screen sharing i

By default, we use advanced screen sharing to prevent crosshatch-patterned windows appearing for others where meeting panels are open on your screen. However, if you're experiencing problems, or if your computer does not support advanced screen sharing, you can use classic screen sharing.

Waiting for others to join

OK

Apply

Cancel

Participants (1)

resh save to everyone: 5:04 PM

me all

Everyone

er chat message here

otes

is a test meeting. Just want to give experinece to my
ents about the use of this chat.

Save



Meeting Options

General

Content Sharing

Import Mode

To ensure good-quality imaging for document and presentation sharing, select the appropriate import mode.

Import mode:

- Universal Communications Format
Supports animations and slide transitions in shared Microsoft(R) PowerPoint(R) presentations
- Printer driver
Provides better cross-platform imaging, but displays presentations without animations and slide transitions

OK

Apply

Cancel

Participants (1)

Search

Suresh Isave
Host, me

Chat

from Suresh Isave to everyone:

5:04 PM

Welcome all

To: Everyone

Enter chat message here

Notes

This is a test meeting. Just want to give experinece to my students about the use of this chat.

Save



Beyond Basics Being Master



Welcome to virtual learning

It's more important than ever to keep classrooms connected.

We're here to support teachers, faculty, students, and parents/guardians in the transition to virtual learning. On this page you'll find materials to learn how to teach remotely, guides for learning



this page

- ✓ [Webex for school teachers](#) ↓
- ✓ [Webex for school students](#) ↓
- ✓ [Webex for school parents and guardians](#) ↓
- ✓ [Webex for higher education faculty](#) ↓
- ✓ [Webex for higher education students](#) ↓
- ✓ [Webex for education IT admins](#) ↓
- ✓ [Which Webex is right for me?](#) ↓



Virtual class lesson plan

PDF FILE

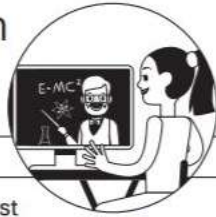
Prepare students for a remote class

PDF FILE

Facilitate group projects virtually

PDF FILE

Top 6 ways to reach students at home



1. Make joining class always accessible.

Students are sick, or out of town? Let a them join class virtually through Webex. Then you don't have to plan any make-up work!

2. Post homework reminders and announcements.

Share any deadlines or updates in your classroom Webex Teams

3. Create student working groups

Bring collaboration home by starting Webex Teams Spaces for student groups, so they can work together and help each other, in a place you can see.

4. Record lessons to distribute.

Having a Webex meeting on during your classroom allows the day to be saved for later and shared with whoever needs it.

5. Allow for questions when they need it.

Because students will share when they're stuck, you'll know when help is needed. And sometimes, they help each other.

6. Have an inspiration Space – share quotes and video's.

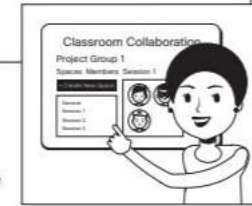
Have some fun and keep students engaged. Use a separate Webex Teams Space from class updates to allow your class to share where they're seen classroom topics come alive in real life, kudos, and more.

Give Webex a try today, to get more connected with remote students!

Powered by

Cisco Webex

Inspire student collaboration in a new way.



Take the stress out of group work for your students by giving them one place they can collaborate any time, no matter where they are. Enter Webex Teams.

By doing group work in a place you're present, you can oversee progress and provide a helping hand when they want it.

1. Make class groups:

Split up your class into equal size groups, try to mix abilities as much as you can. Ask them to decide on a name for their working group.

PRO TIPS

Use @All to get everyone's attention in a space.

Don't be too present in the groups, give your students room to express and collaborate together.

2. Create Spaces:

Create a space for each group. Enter their chosen working group name and add all the members.

3. Welcome message:

Create a welcome message and post it in each of the Spaces. Post the assignment and include useful information your students will need.

4. Hints and tips:

Give some hints and tips to the class on how to get the most out of their group. Let them know they can add files and @mention each other or you to ensure their message is seen.

5. Keep your ear to the ground:

Be sure to check the Spaces periodically. At a glance you can see if any group or individual is struggling and provide the help that's needed.

6. Add or remove members:

If working groups change just add or remove students as needed, no need to create new Spaces and lose information, conversation and context.

Help is never far away for your students with Webex Teams.

Cisco Webex



Start for Free

Webex for school students

Join class and chat with classmates without leaving home.

Join class from home

Virtual study groups

Tips and tricks for an awesome day with Webex



Webex for school parents and guardians

You and your child can stay connected to their teacher by joining classes securely from home. See what they'll experience.

- FAQ for parents and guardians
- Virtual parent/guardian teacher conference

More resources to get you started

→ Join a live online class to get to know Webex



Webex for higher education faculty

Create impactful learning experiences for your students from anywhere and on any device.

Tips to keep remote students engaged

PDF FILE

Virtual solutions for your teaching style

PDF FILE

How to host a virtual class

PDF FILE



Start for Free

Webex for higher education students

Keep up with your studies and connect with classmates from your home.

Attend class from anywhere

PDF FILE


Virtual group project meetups


PDF FILE


Webex for your learning style


PDF FILE

Welcome to the Webex User Community


 Webex Online Classes


 Webex Help Center


 How to Use the Community


 Share a Product Idea

Looking for discussions on configurations, deployment, and troubleshooting? Click [here](#)

Webex User Community

This is a place to connect with Webex and other users like you. Ask questions, share feedback, join an event, or help others!

	Posts	Replies	Latest Post
Webex Meetings and Teams LATEST POST - Re: Webex Virtual Background on MacOS Catalina	131	313	06-16-2020 12:31 AM
Webex Events App LATEST POST - Re: WebEx Poll Editor	21	47	06-14-2020 09:56 AM



Create Please login to create content

+ Discussion
+ Video
+ Blog



Language filter

Choose your languages

Date filter

Choose a date range

Time filter

Start Time to End Time

Live Classes

Get quick answers to your questions from our experts! Sign up today for our next live and interactive instructor-led training.

Recorded Classes

See what you missed, and catch up today! From product essentials to deep dives, its all here and always available.

Popular help topics:

Live Classes

Recorded Classes

- Getting Started: Working Remotely
- Webex Teams
- Webex Meetings
- Webex Events
- Webex Training
- Educators
- Technical: IT and Site Admin
- Adoption Master Class Series
- What's New and Coming
- Video Collaboration End Points
- Healthcare

Language: English Duration: 30 Min

<June 17 | 01:00 AM - 01:30 AM GMT+5:30>
 Recommended Audience: New End User
 Instructor: Melissa Trimble [Register](#)

<June 17 | 08:30 PM - 09:00 PM GMT+5:30>
 Recommended Audience: New End User
 Instructor: Jeff Hubbard [Register](#)

<June 18 | 07:30 PM - 08:00 PM GMT+5:30>
 Recommended Audience: New End User [Register](#)

Thanks !

Dr. Suresh G. Isave

Associate Professor

S.P.Mandali's

Tilak College of Education,

Pune