



# 1. Real-time Lecture App, WebEx, Introduction and Preparation



The Cisco WebEx – Real-time lecture platform is accessible anytime anywhere

Available in many devices such as PC and laptop (program / web version), smartphone and tablet (iOS, Android), etc.

## Preparations

- ① For PCs and laptops, install a webcam or check if yours works properly.
- ② Check if audio and video input and output are working properly.
- ③ Access in the environment where the internet connection is smooth to prevent getting disconnected.
- ④ When accessing using a laptop, tablet, or smartphone, check the battery life or power source.
- ⑤ Earphones or headsets are recommended instead of speakers to prevent the howling phenomenon.
- ⑥ Turn the Microphone OFF before participating in the lecture.  
Check for  (If you speak with the microphone ON, the screen will be switched to you.)
- ⑦ The Content sharing button  should not be used unless requested by the professor

## 2. WebEx Installation

### PC Version(Windows, Mac)

<https://www.webex.com/downloads.html> Download and install "Webex Meetings"

#### 1 Click **Use as a guest**

Webex Meetings에 로그인

이메일 주소

다음

손님으로 사용

#### 2 Enter **name & email address**

→ Continue as a guest

GildongHong\_2020000000

webex@g.skku.edu

손님으로 계속

#### 3 Enter **the meeting number**

in the meeting information

홍길동 2020000000  
webex@g.skku.edu

로그인

미팅 참여하기

미팅 정보 입력

확인

#### 4 Microphone OFF, Video ON

→ Participate in the meeting



### Mobile Version(Android, iOS)

Search for Cisco Webex Meetings and install

#### 1 Search and install Cisco Webex Meetings



#### 2 Click Participate in Meeting button



계정이 없습니다? 가입

#### 3 Enter **name & email address**

→ Participate

< 미팅에 참여

참여

Meeting Number

개인 용에 오해의 경우,  
URL을 입력할 수 있습니다.

company.webex.com/join?username

GildongHong\_2020000000

webex@g.skku.edu

#### 4 Microphone OFF, Video ON

→ Participate in the meeting



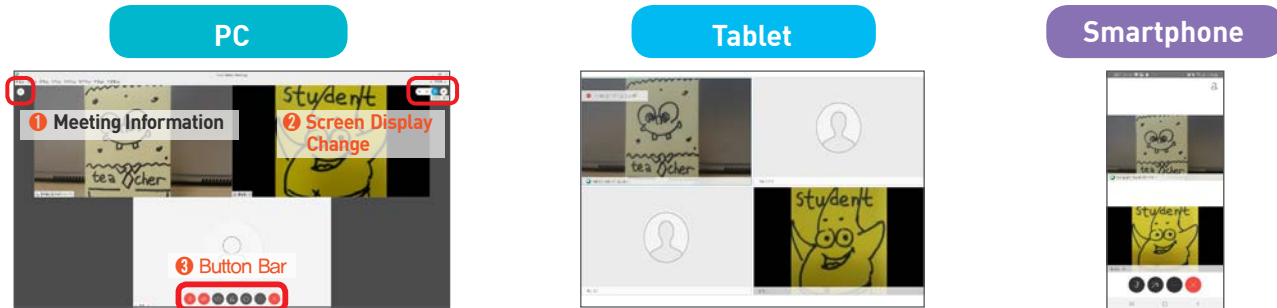
참여할 준비가 되었습니까?

미팅 정보

참여

## 3. Access Screen and Functions (1/2)

■ The screen will be simplified on the Initial Access Screen – PC – Tablet – Smartphone



### 1 Meeting Information

- Basic information such as the name of the lecture and meeting number

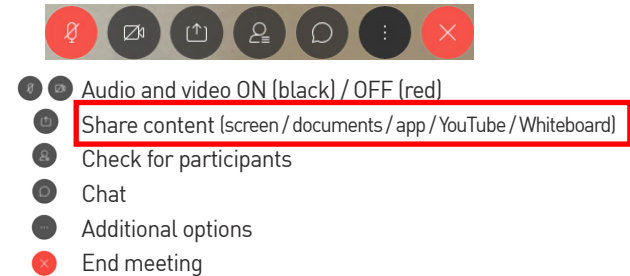


### 2 Screen Display Change (PC)



- 1) Watch video of the current speaker
- 2) Current speaker and thumbnail video
- 3) View grid
- 4) View flowing list (full screen)

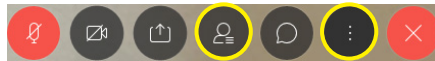
### 3 Button Bar



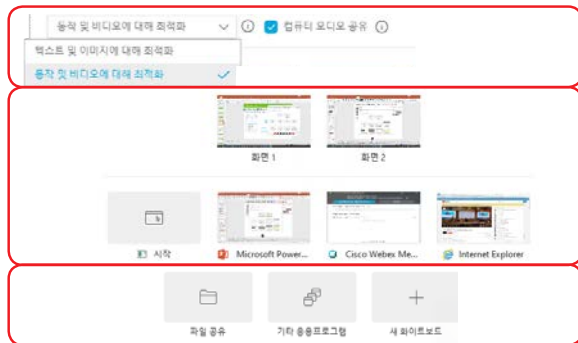
#### \* Sharable contents on Tablet and Smartphone

- Screen sharing
- Whiteboard
- Files with file name extensions of pptx, pdf, and txt from cloud
- Photo sharing
- ▶ Video sharing (sound included) is currently only available in PC version

### 3. Access Screen and Functions (2/2)



#### Share content (for PC, screen / documents / app / YouTube / Whiteboard)



텍스트 및 이미지에 대해 최적화

Display the highest resolution for shared content

동작 및 비디오에 대해 최적화

Better frame speed (lowering resolution)

컴퓨터 오디오 공유

Allow computer audio (YouTube, etc.)

File sharing: Sharing documents, video files, etc.

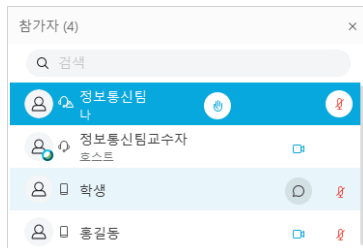
Other applications: Sharing desktop app screen

New whiteboard: Able to save the content using the writing function



\* Example of shared screen (web browser sharing)

#### Check for participants



##### Raising hand button.

An alert window is sent to the professor when clicked

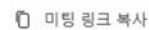
##### Chat button.

Chatting with an individual user

#### Additional options



Write a simple memo and save during the lecture



Participate in quiz during the lecture  
Participate in a quiz created by the professor

