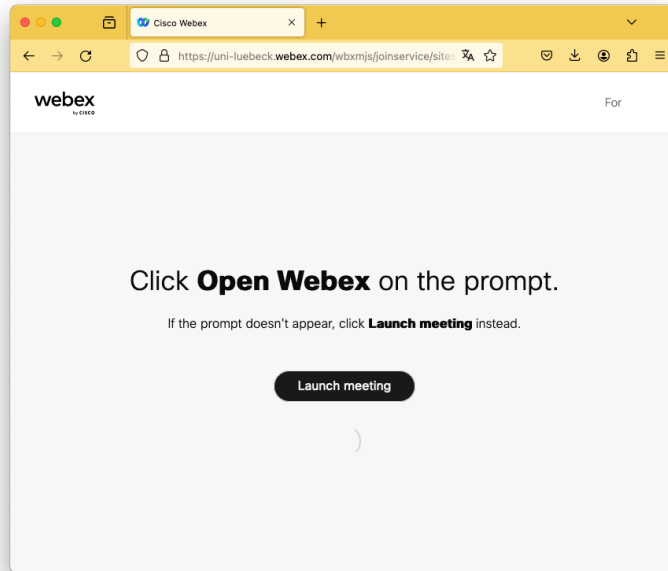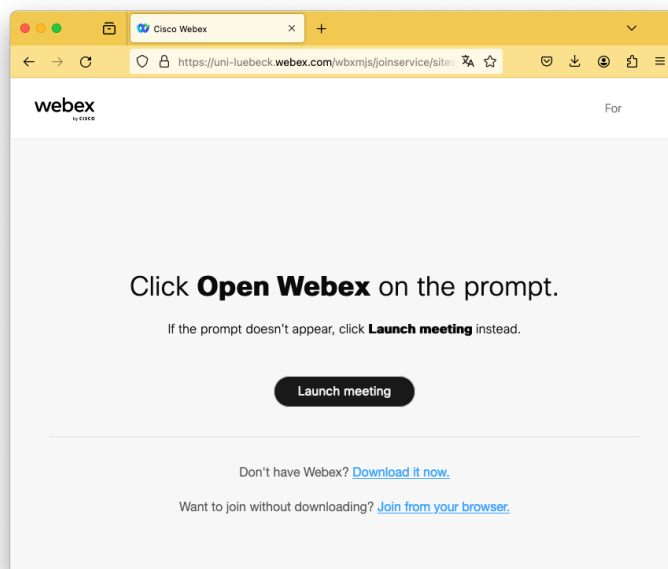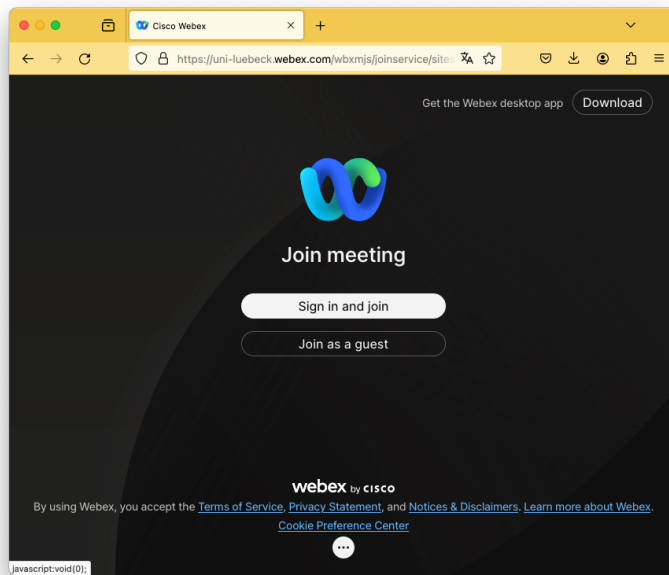# Webex - Quick guide (without app/in the browser)

1. To join a meeting you first click on the link in the mail. If you have not yet installed the Webex app, the download of the installation file will probably start automatically. However, Webex does not need to be installed for successful online participation.
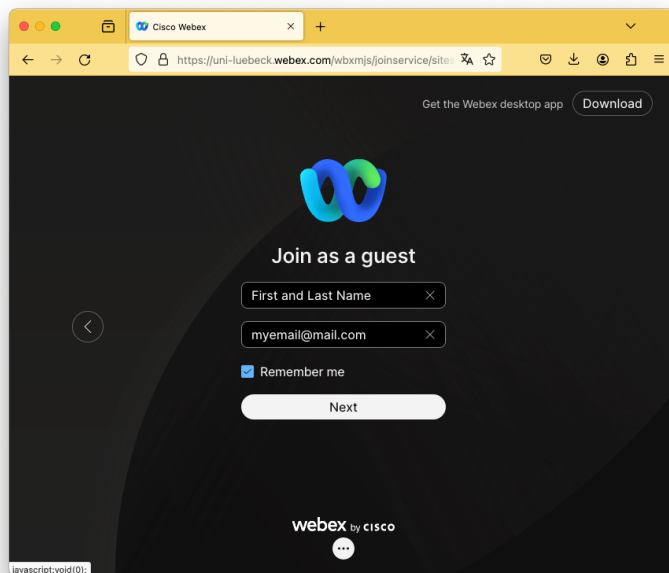

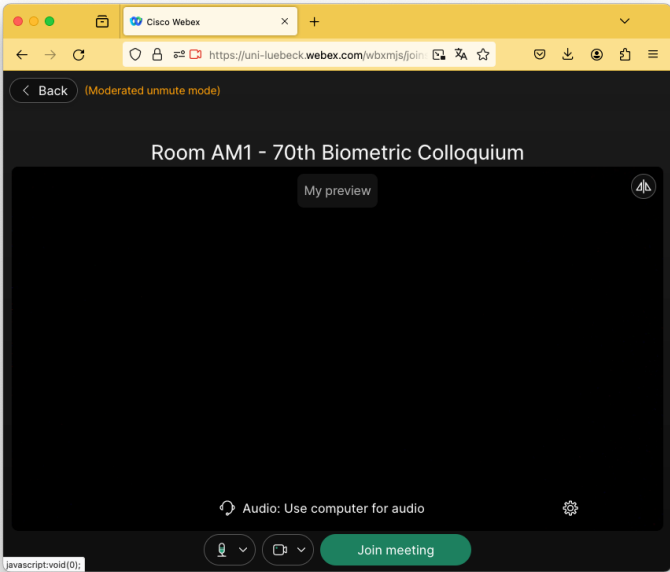2. After a short time the link "Join from your browser" will appear.

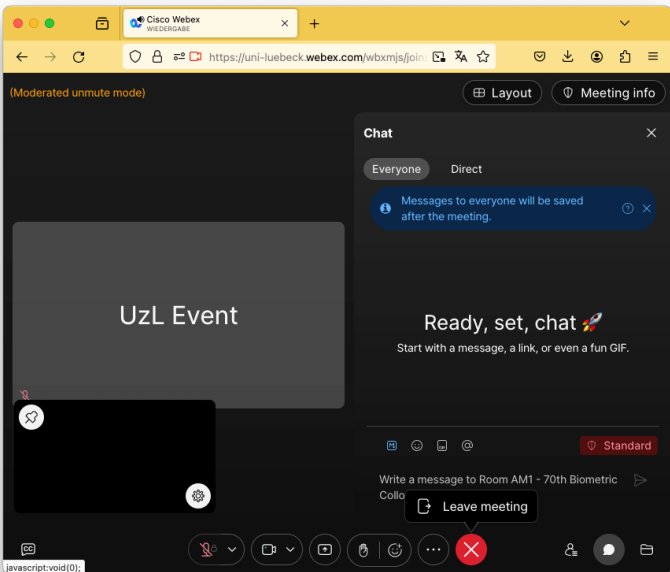3. Click on this link to join the meeting as a guest.

4. Enter your full name. We will check all names against the list of participants and will, unfortunately, have to remove you from the meeting if we do not see your full name. Online participation is of course included for on-site participants as well.
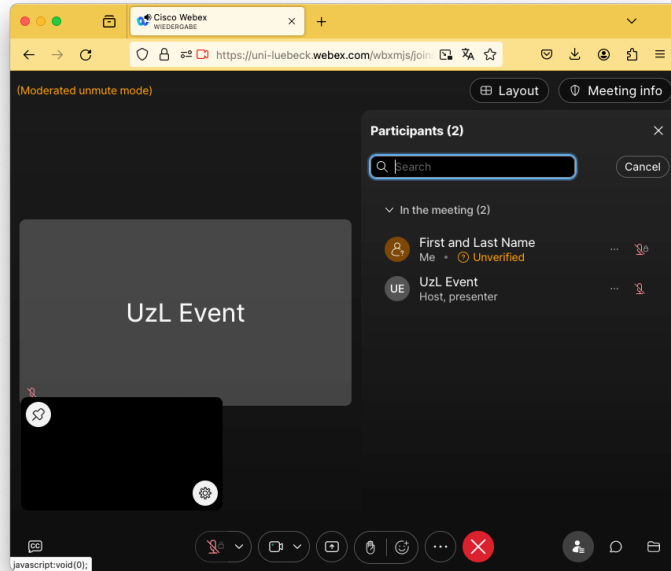
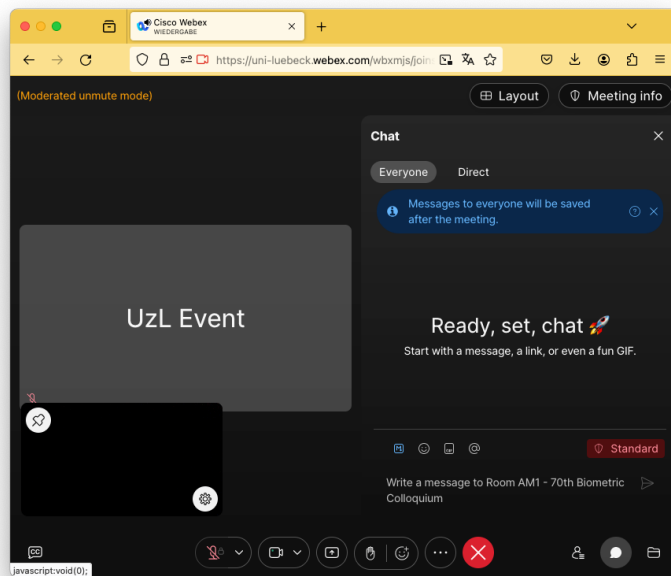5. Now you can join the meeting. You will not be able to unmute yourself.

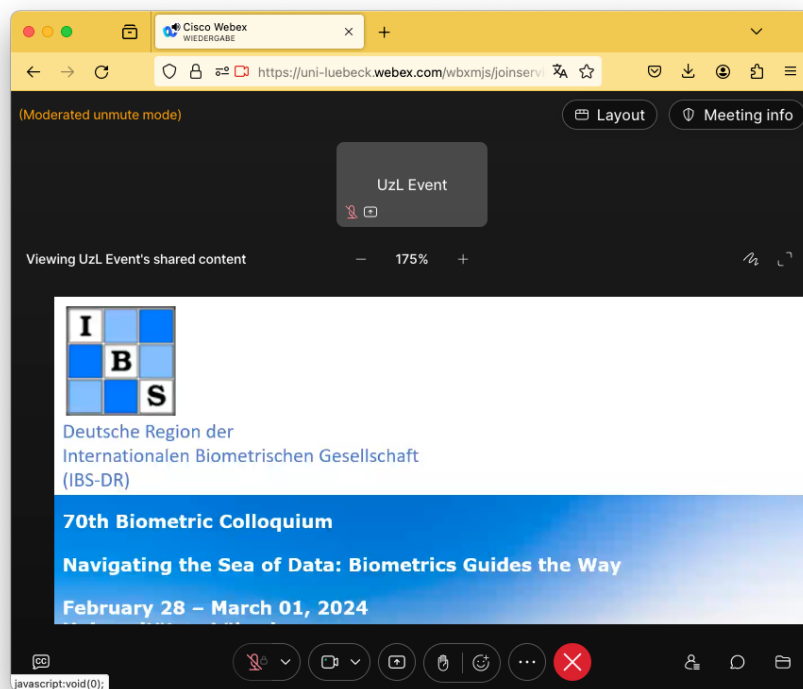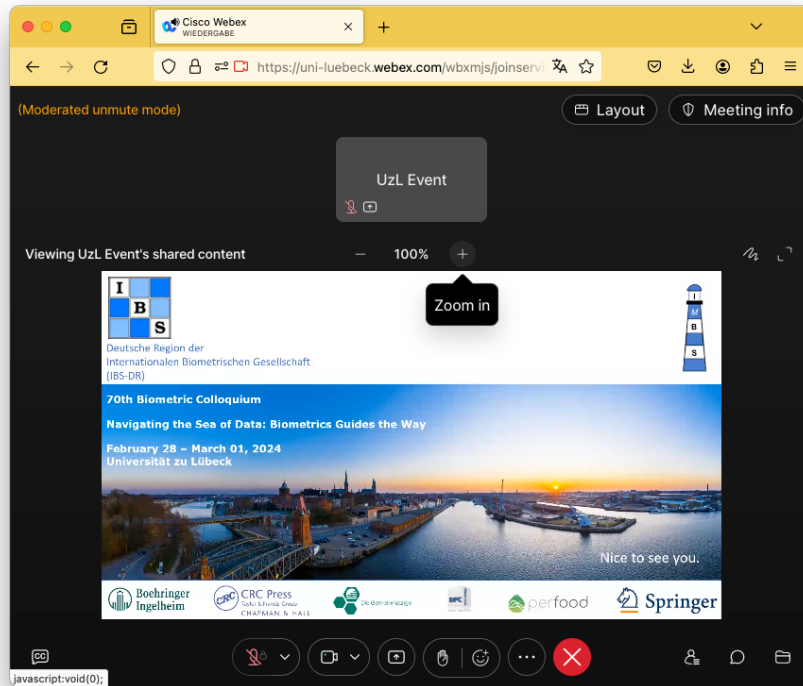6. You can leave the meeting via the red button.

View list of participants

Chat - Please ask your questions via the chat

How to zoom

How to switch the layout and maximize the speaker video