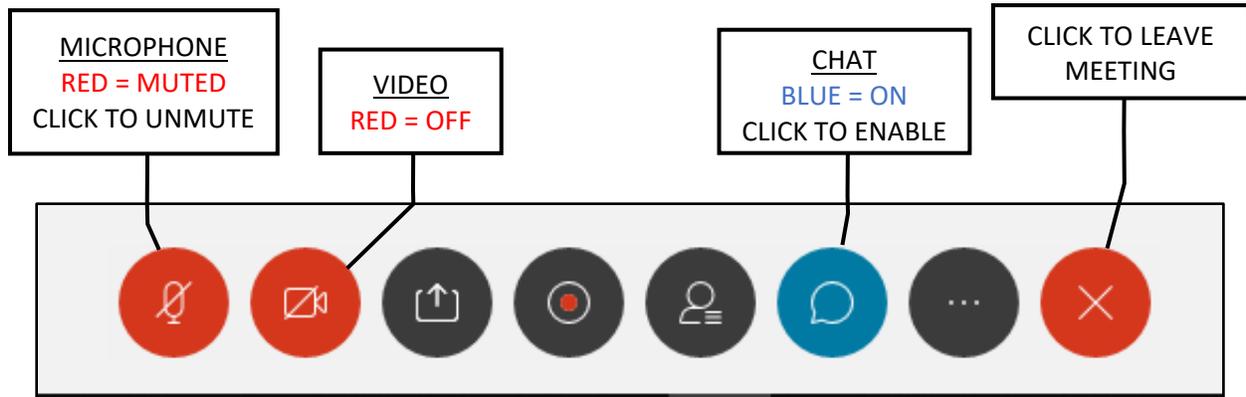
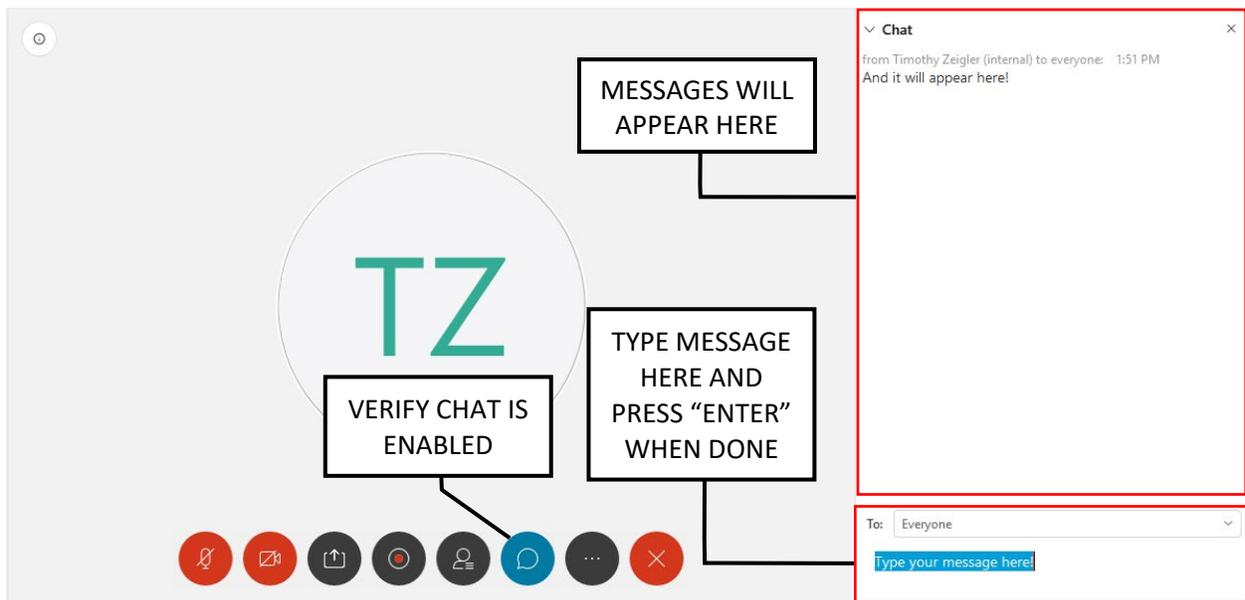


TIPS FOR USING CISCO WEBEX MEETINGS

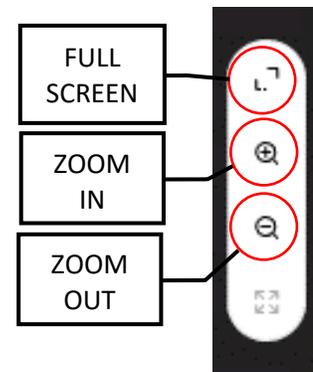
1. HOVER MOUSE OVER BOTTOM OF SCREEN TO DISPLAY THE FOLLOWING BUTTONS:



2. IN ORDER TO CHAT, MAKE SURE THE CHAT BUTTON IS ENABLED (IT WILL TURN BLUE) AND TYPE YOUR MESSAGE IN THE BOX IN THE BOTTOM RIGHT OF THE SCREEN



3. WHEN A PLAN/DOCUMENT IS BEING SHARED BY THE HOST, USE THESE BUTTONS THAT APPEAR ON THE SIDE OF THE SCREEN TO ZOOM IN AND OUT AND MAKE THE IMAGE FULL SCREEN FOR EASIER VIEWING.



4. ADDITIONALLY USE THESE BUTTONS TO CHANGE THE VIEW OF THE SCREEN. IT IS RECOMMENDED TO USE VIDEO STRIP VIEW OR FLOATING PANEL VIEW WHEN VIEWING AN IMAGE THAT IS BEING SHARED.

