

HOW TO JOIN EBSCO ONLINE WEBEX TRAINING SESSION

1. Step 1: Registering for the EBSCO online WebEx training session by clicking on the link:

<https://ebSCO-india.webex.com/mw3300/mywebex/default.do?siteurl=ebSCO-india>

or

on the provided link

The sample screenshot of registration page is given below. Please enter your details here and register.

The screenshot shows a web browser window with the URL https://ebSCO-india.webex.com/mw3300/mywebex/default.do?service=7&nomenu=true&main_url=%2Ftc3300%2Ftrainingcenter%2FLoading.do%3Fsite. The page features the EBSCO TRAINING logo and the following session details:

Session status:	Not Started
Session dates:	Friday, 14 December 2018
Starting time:	11:15, India Time (Mumbai, GMT+05:30)
Duration:	30 minutes
Presenters:	GK Upadhyaya
Description:	
Host's name:	GK Upadhyaya
Host's email:	gupadhyaya@ebSCOhost.com

Below the session details is a registration form with the following fields:

Registration Information	
First name:	<input type="text" value="Shilpa"/> (Required)
Last name:	<input type="text" value="Surve"/> (Required)
Email address:	<input type="text" value="shilpasurve@bharatpetroleum.in *"/> (Required)

A "Register" button is located at the bottom right of the form. At the bottom of the page, there is a copyright notice: "© 2018 Cisco and/or its affiliates. All rights reserved. [Privacy Statement](#) | [Terms of Service](#)". The Windows taskbar is visible at the bottom of the screenshot.

Once you are approved by the host, you will receive a confirmation **email** with a link for joining the session on your provided Email ID. Please ensure you enter your valid email ID during registration to receive the joining link.

Step 2: On clicking on the joining link, the following page will appear (only to first time users)

-> Click on Download



Step 1 of 2: Download the Webex application

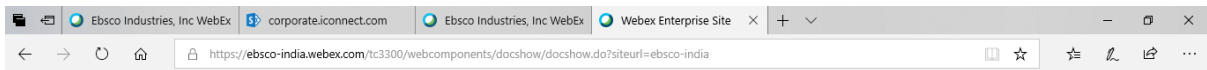
You will need to download this application once to join a meeting with Microsoft Edge.

Download

By joining this meeting, you acknowledge that you have read and agree to the [Terms of Service and Privacy Statement](#).

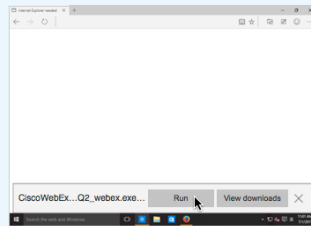


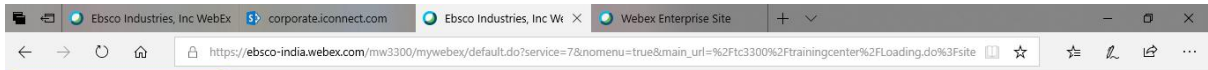
Step 3: After pressing download, the below mentioned page will appear. Click the 'Run' button at the bottom of the page to run Webex Application



Step 2 of 2: Run the Webex application

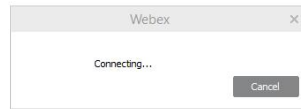
Select Run on the message bar at the bottom of the window to run the Webex application.





Registration Confirmed test BPLC

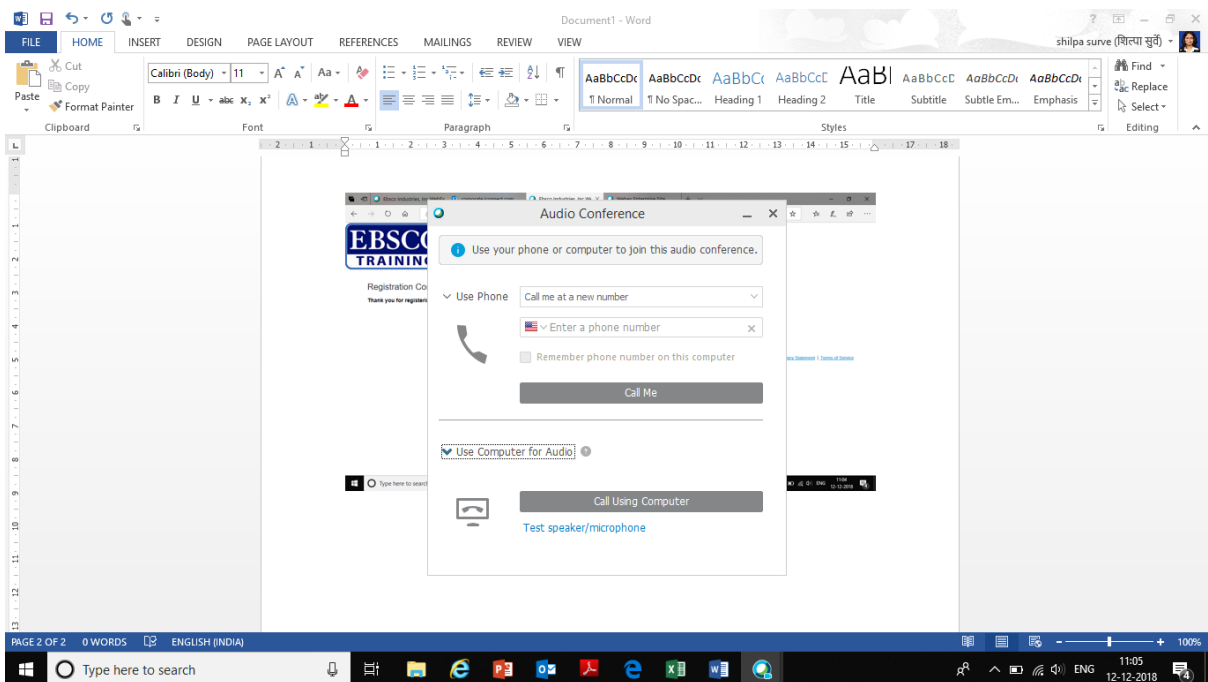
Thank you for registering. You will receive this information in an email message confirming your registration.

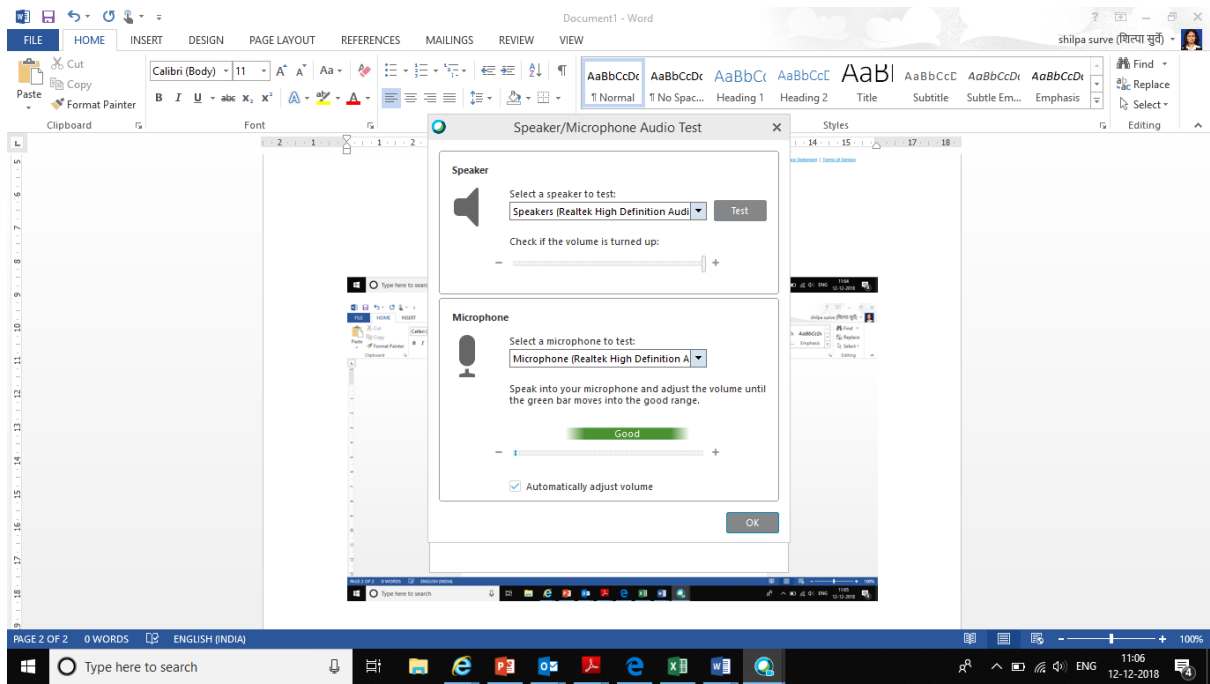


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Step 4: Once the application runs successfully, it will try connecting to the audio. **Please click on 'Call using Computer' option.** Do not select the call using phone option. There is no need to enter phone number





The audio will automatically test itself. Click ok and you will be connected to the webinar.