Monday, September 25, 2017 - 6:30 p.m.
Community Working Group
Downtown Tampa / East Tampa

Logging into WebEx on Your Computer:

1. We recommend logging into the following **link** at least <mark>*15-minutes prior*</mark> to our 6:30 p.m. **start time**:

2. https://spcollege.webex.com/spcollege/k2/j.php?MTID=t7b1498368406dafc6ddf157e840f1529   (Note: It may be necessary to copy the entire link above and paste it into your internet browser)

2. Enter your **name** and **email address**

3. Enter the session password: DTCWG2

4. Click "**Join Now**"

5. Audio can be heard through your computer speakers. If you prefer to use a telephone, the dial-in conference information is provided to you when you click on the login link. 1-650-429-3300

These audio instructions are also listed on the pop-up box when logging in labeled: **Session Info.

If you experience technical difficulty logging into WebEx:

- Call WebEx Tech Support at: **1-866-229-3239**

- Then, **press 1** for Technical Assistance

- When asked – please share the **Session ID**: **735 945 586** and **Site Name**: spcollege.webex.com

WebEx Best Practices

Best Practices
- Connect from a high speed (broadband or better) *wired* connection
- Close all applications not needed (i.e.: e-mail, instant messaging)

Optional Pre-Meeting WebEx Testing

Click the link below to test your computer hardware any time before your meeting to ensure your technology is compatible and working correctly with WebEx.

www.**webex**.com/**test**-meeting.html