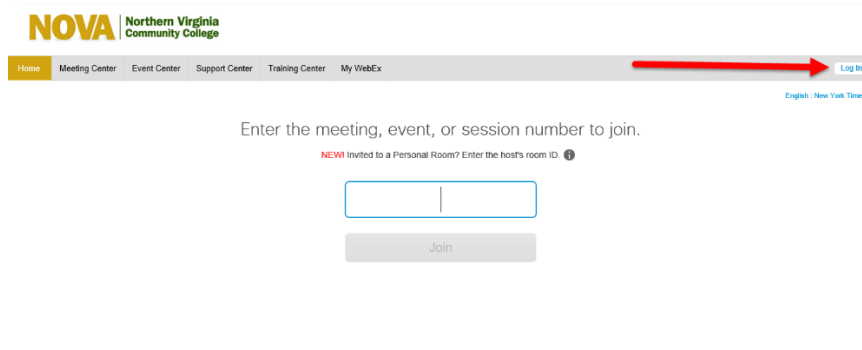


WebEx Meeting Center Quick Start Guide

Recommended browsers include Internet Explorer or Mozilla Firefox. If utilizing a tablet (Apple, Android, and Windows), please download the Cisco WebEx Meetings App.

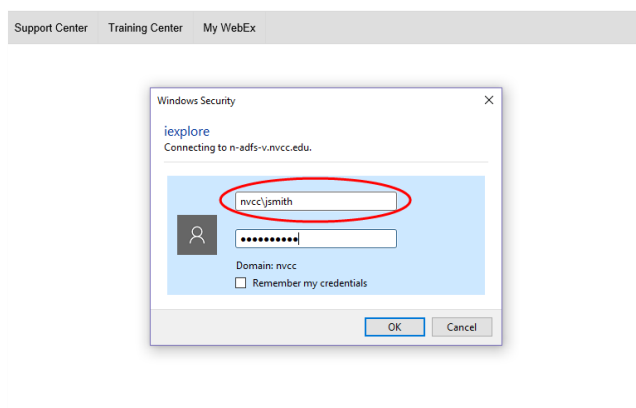
Navigate to <https://nvcc.webex.com>.

Click on the **Log In** button on the far right-hand side of your screen.

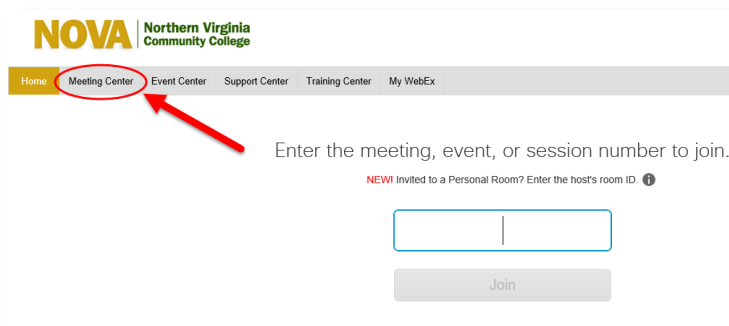


You will need a NVCC WebEx account in order to host a meeting. If you do not have one, you can get one by contacting the [IT Helpdesk](#).

Use your NVCC account information to log in.

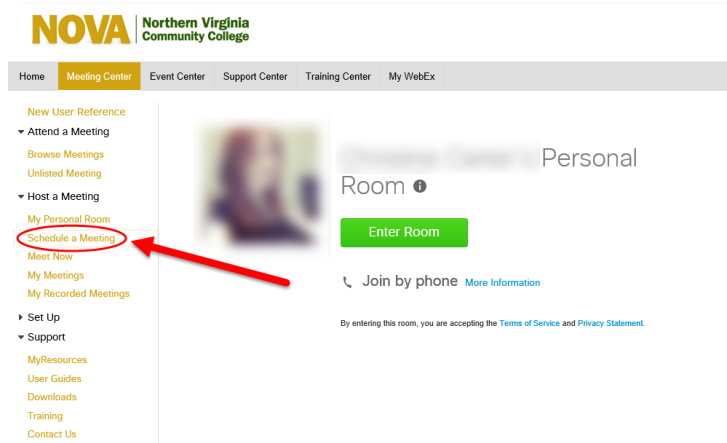


Click on the **Meeting Center** tab.



WebEx Meeting Center Quick Start Guide

Select **Schedule a Meeting** from the options on the left.



Fill out all applicable information to schedule your meeting, then click **Start**. **Note: if you schedule the meeting for the future, the Start button will say Schedule Meeting**

When you are ready for the meeting to begin, click on the **Join this Meeting** link in your WebEx confirmation email to begin, and dial-in to the conference line if you do not have a microphone on your computer.

If you do not have the ability to download the WebEx software, choose **Run a Temporary Application** at the bottom of your screen.

For the full WebEx Meeting Center User Guide, please click [here](#).

For additional information, please contact the Technology Training Center at TechnologyTrainingCenter@nvcc.edu