

Tips for an awesome day with Webex:

Here's some things to keep in mind when you join a class virtually, meet with a group project team, or catch up with your teacher over video.

1. Make a list of questions you want to cover while you talk on video, so nothing is forgotten.



2. If there's any documents you want to show in the session make sure you know where they are, and they are in easy reach.



3. Be prepared with somewhere to capture notes in your session.

4. If you intend to share your screen during your meeting, just share your application so nothing else is seen.



5. Make sure to use your ear buds if in a noisy place as not to disturb everyone else and for some privacy.

6. Mute yourself when you aren't participating.

7. Be mindful of what people can see in your background.



8. Smile! You're on video, let people see your expressions ;) .

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