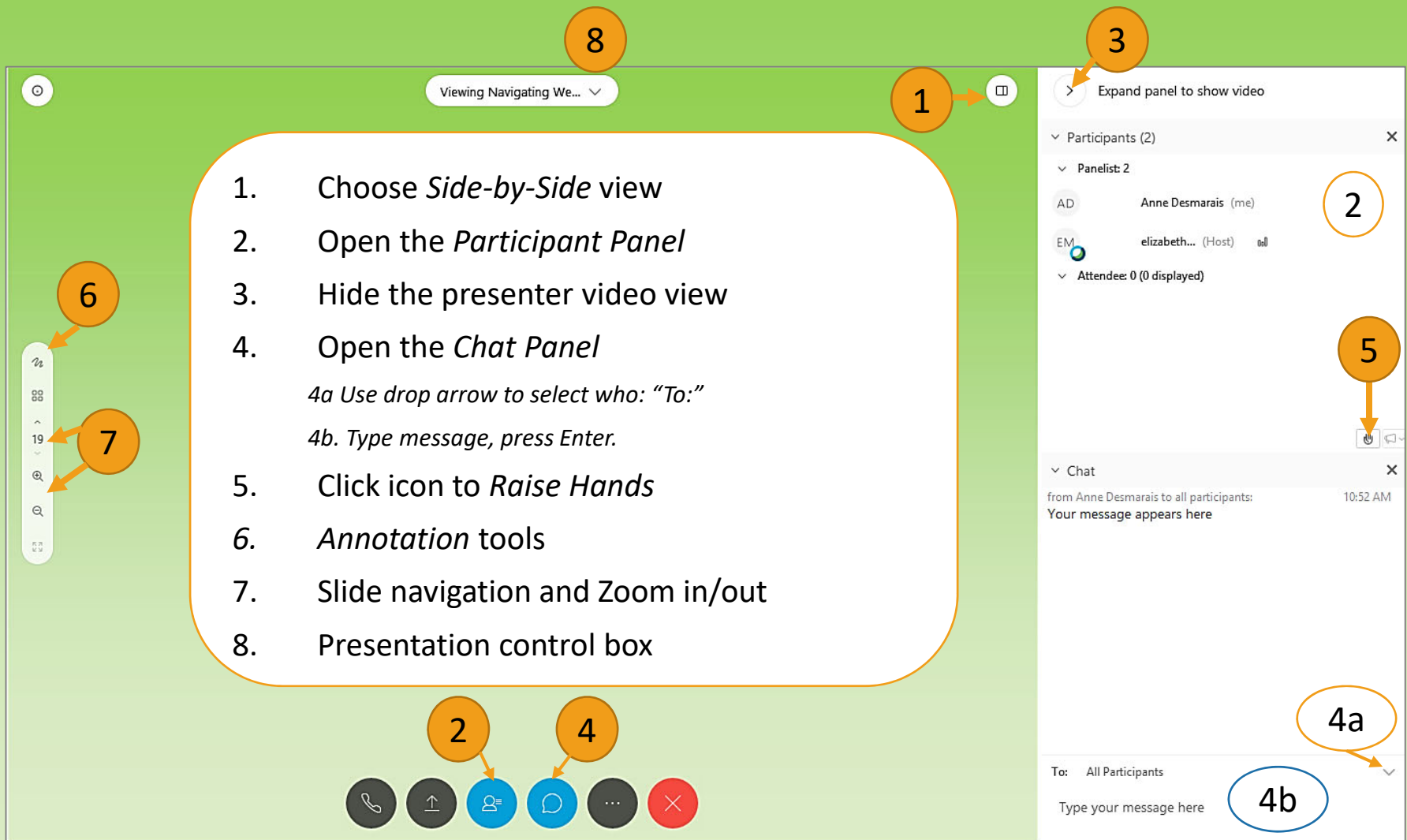


# WebEx Setup Summary

 \*6 to mute/unmute



1. Choose *Side-by-Side* view
2. Open the *Participant Panel*
3. Hide the presenter video view
4. Open the *Chat Panel*
  - 4a Use drop arrow to select who: "To:"
  - 4b. Type message, press Enter.
5. Click icon to *Raise Hands*
6. *Annotation* tools
7. Slide navigation and Zoom in/out
8. Presentation control box

If you step out of the WebEx classroom, click this icon on your taskbar to return:

