

To attend Webex meetings, students must first sign-in to Webex, then open Schoology to join the meeting.

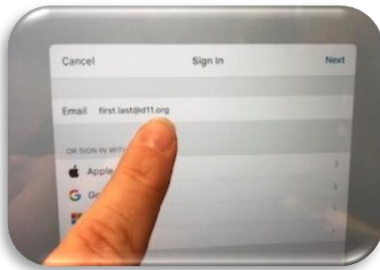
iPad - To sign into the WebEx meeting App

1. Open the WebEx Meeting App

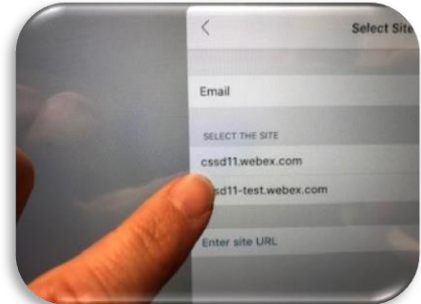


2. Click the blue "Sign In" button

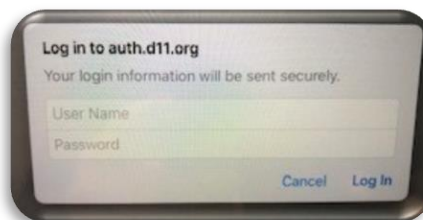
3. Enter your student's D11 email address and click Next



4. When asked to "Select the Site" click "cssd11.webex.com"



5. Enter your student's D11 email address and network password (also used for Schoology) click "Sign In"



6. Press the iPad "Home" Button to exit the app

iPad - To sign into Schoology:

1. Click on the Schoology icon to launch the website
2. Enter your student's D11 email address and click "Next"
3. Enter your student's network password and click "Sign in"
4. Click on your student's class and navigate as you normally would

When your student is ready to enter a WebEx meeting, click on the meeting button/link in Schoology, just like you would on the computer. The meeting will be automatically launched in the WebEx app. Click the green "Join" button at the bottom of the screen to enter your meeting. Tap the microphone to unmute. Tap the Camera to start your video.

In the WebEx app settings, there is an option to automatically enter meetings with video and audio on. This might be a good option for all of our kiddos. Here are the instructions for making those changes.

Setting your audio and video setting in WebEx:

1. Launch the WebEx App
2. Click on the gear in the top left corner
3. Click "Audio and Video"
4. Click "Mute Internet Audio" to turn off mute on entry (your teacher will mute you when needed) The slider should be grey, not green
5. Click "Self Video," this will automatically turn on your camera when entering a WebEx meeting. The slider should be green, not grey