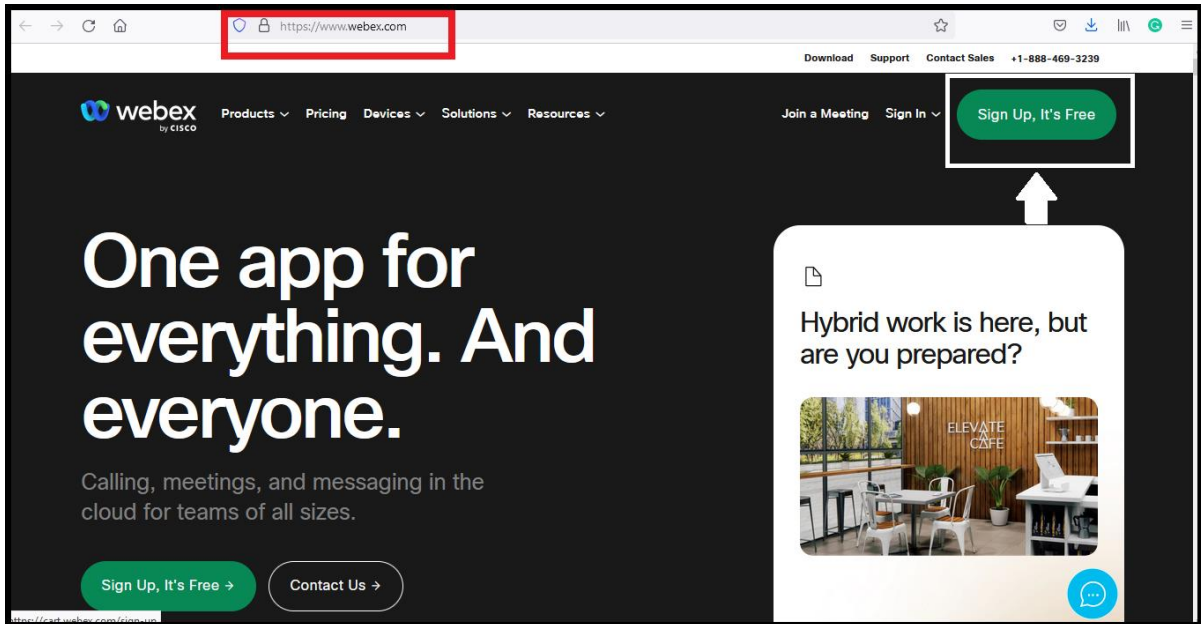


FTNCT-2021 Cisco Webex Registration Steps & Author Name Update Steps

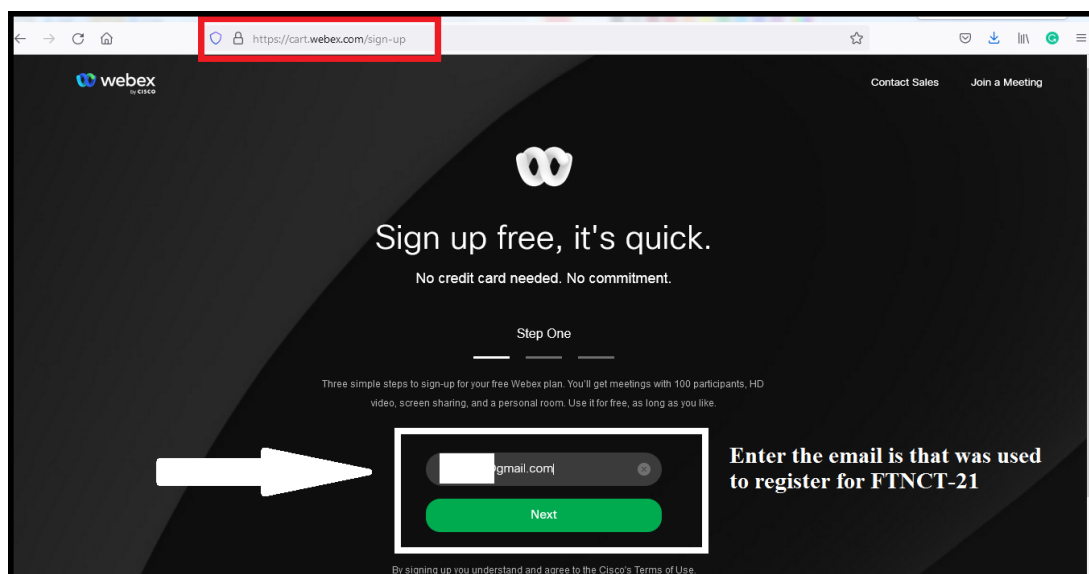
All authors are requested that they should compulsory use their email id that they had used to register for FTNCT-2021 for creating account on webex site and join the online meeting link which will be shared for the FTNCT-2021.

Section-1

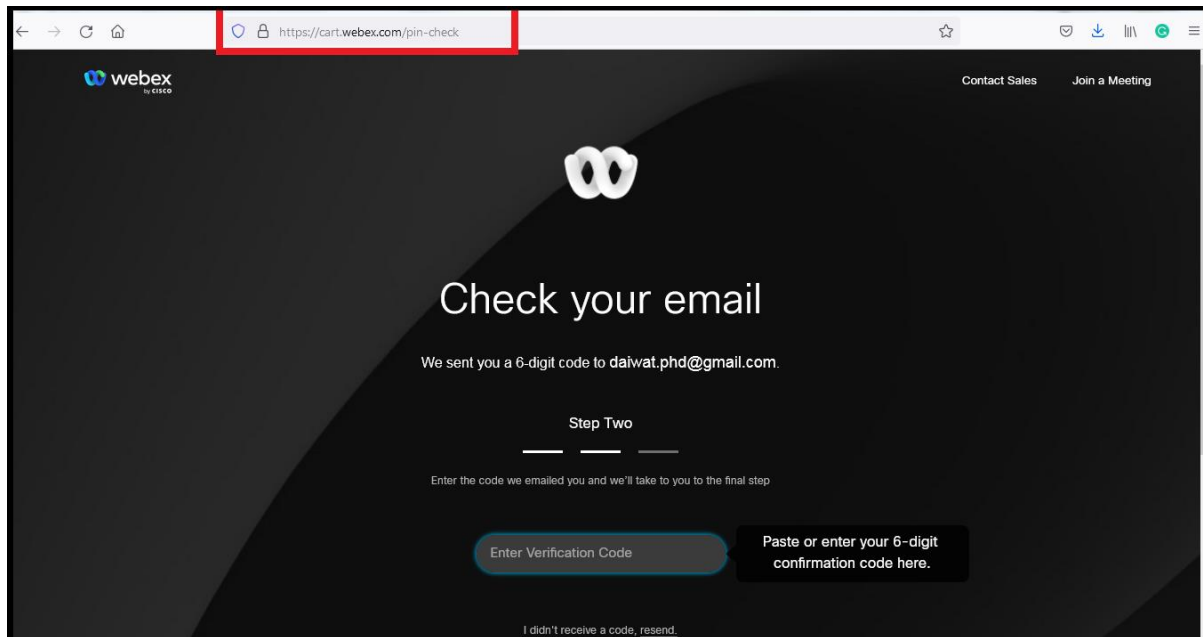
1. Go to on <https://www.webex.com/> site and click on **Start for Free** button located at top right corner of the webpage.



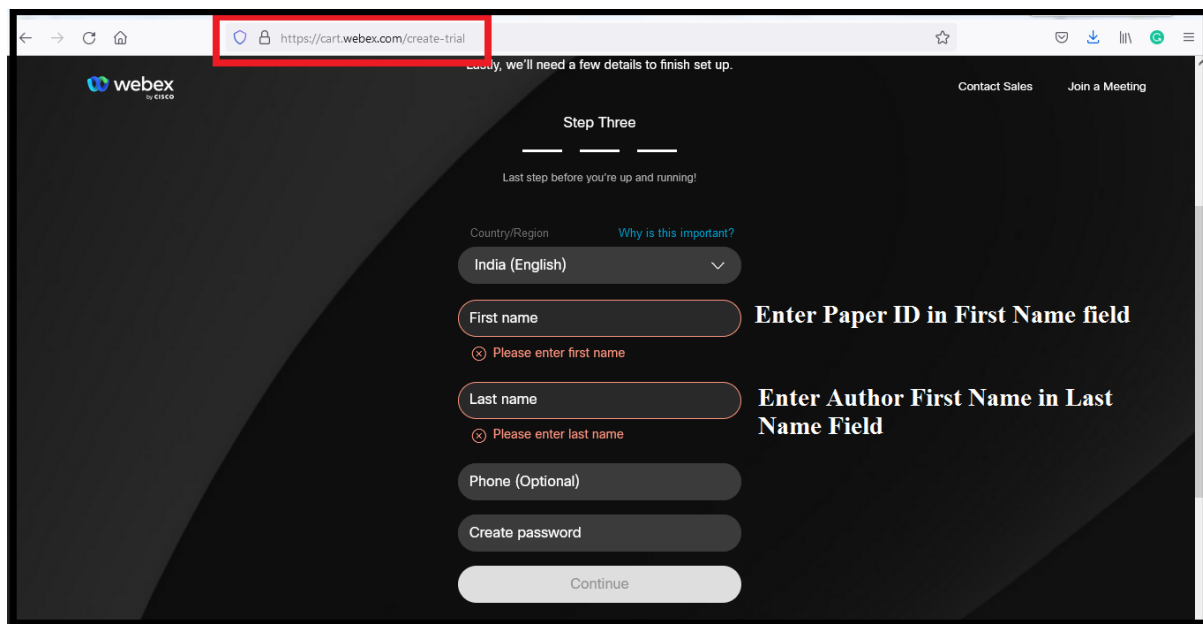
Once you click on **Start for Free** button the following page will appear, one has to compulsorily enter his/her mail id that was used to register for FTNCT-2021 so that invitation can be sent to the registered mail id and one can join the online conference hassle free.



2. After the mail id is entered, click on **Sign Up** button, and following page will appear, which will ask for entering the 6-digit verification code that will be received in the mail id used for registering for Cisco Webex:

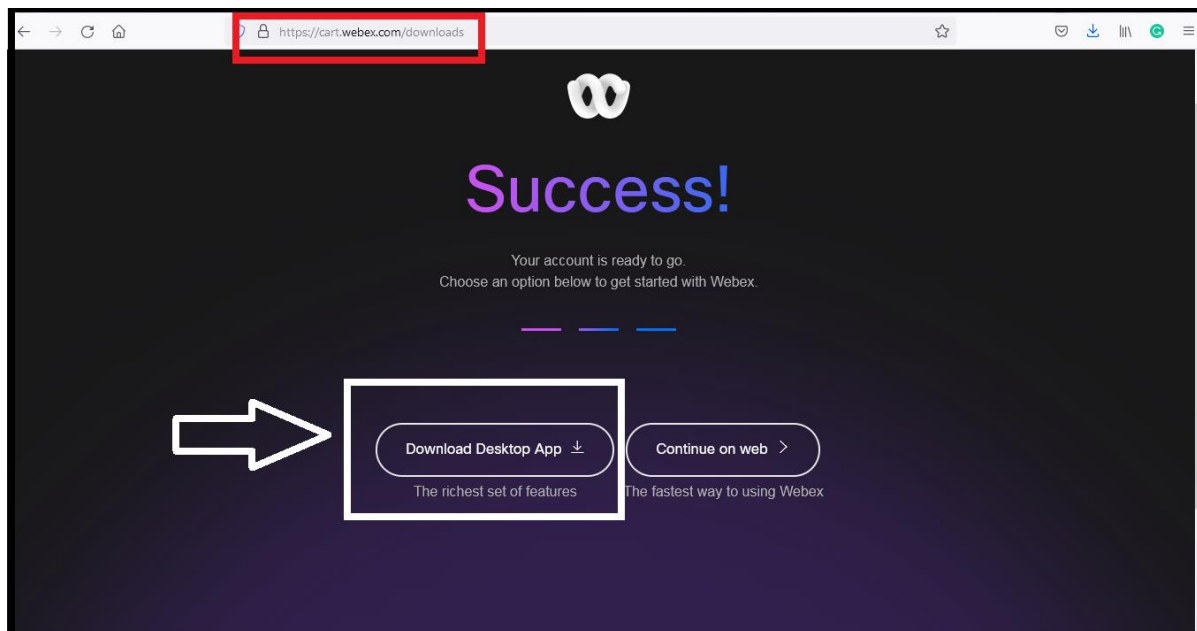


3. After entering the correct 6-digit verification code, a profile set-up page will appear as below: (Create password too)



Authors, please ensure that you enter your paper id in the First Name field and enter your First Name in the Last Name field. This needs to be compulsory done without fail.

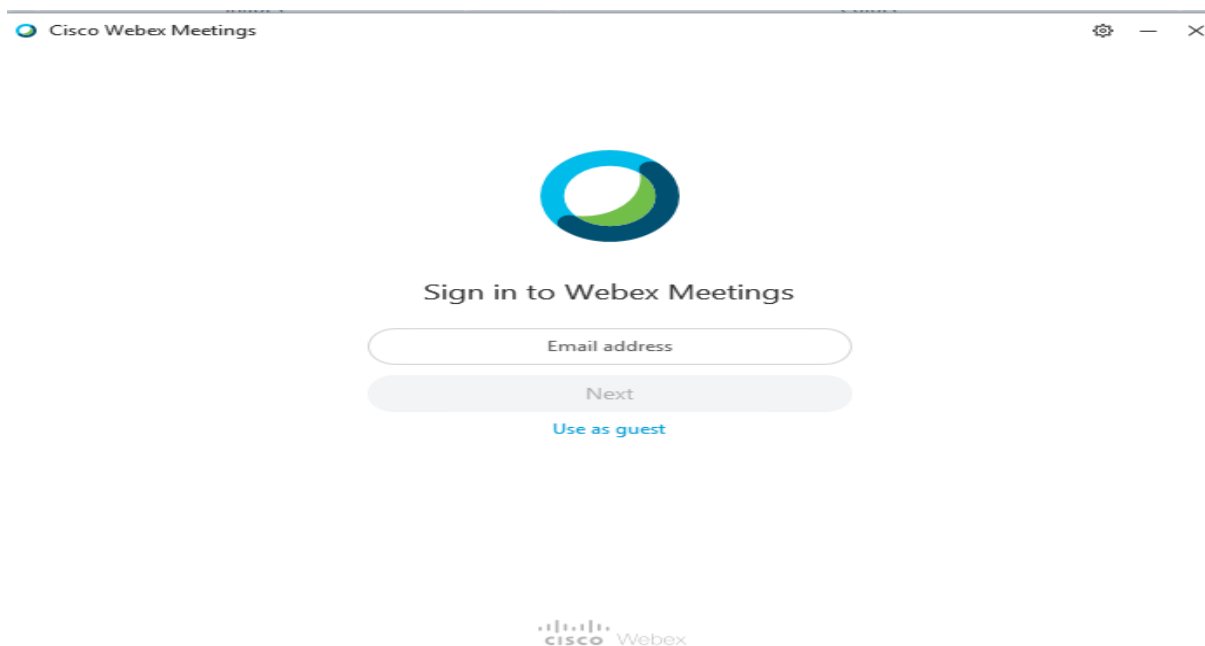
4. After filling all details press on continue button and next page will appear:



One needs to click on the **Download Desktop APP** button for installing the app in your computer system or laptop.

5. After the steps which are mentioned in point number 1 to 5 are completed, install the Desktop application for Cisco Webex, download link can be taken from the **Downloads** menu option on left panel in your home screen dashboard and install the application on your desktop or laptop.
6. After successful installation of **Desktop APP**, go to start menu in your computer and click on **Cisco Webex Meetings** option:

Once you click on **Cisco Webex Meetings** option the application will launch in your computer system:



Enter your email id that you had used while creating the webex account and click on **Next** button:



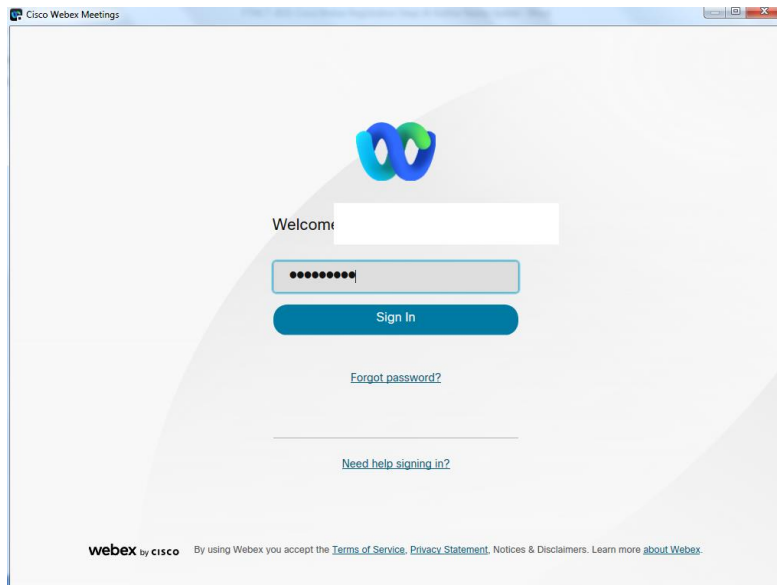
After you click on Next button, following screen will appear and select the first radio button option given, i.e Webex Site url :



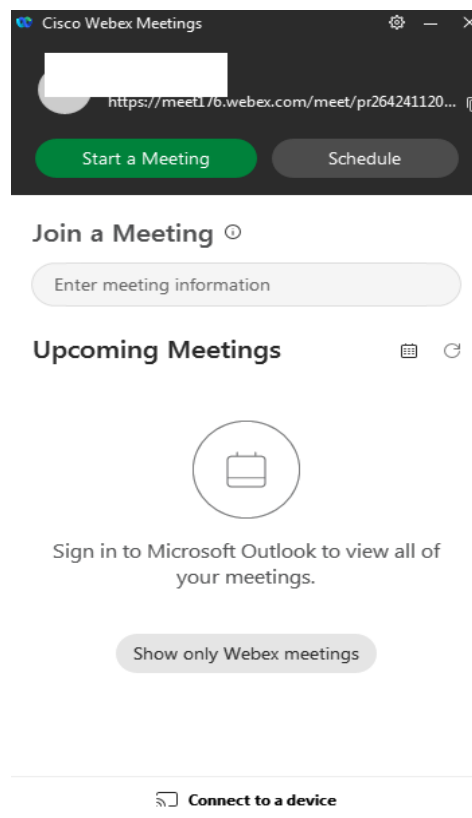
Don't see your Webex site? [Enter your Webex site URL.](#)

webex
by CISCO

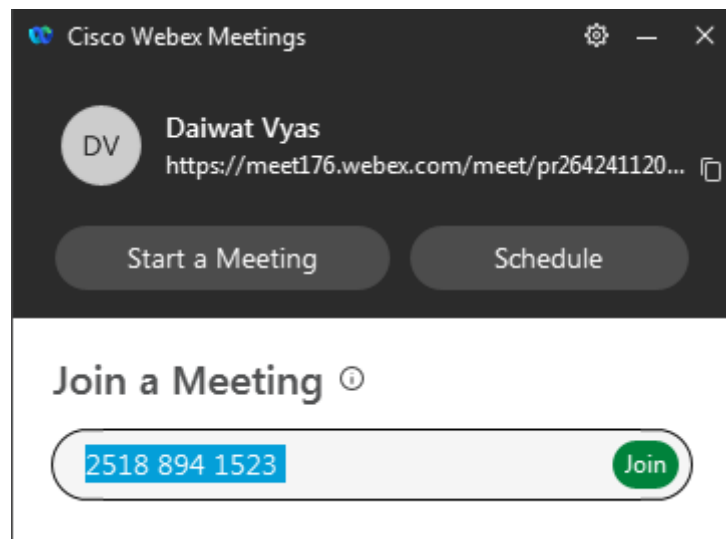
Click on **Next** button after selecting the Webex site and a screen will appear to enter the password:



After successful sign in following screen will appear:



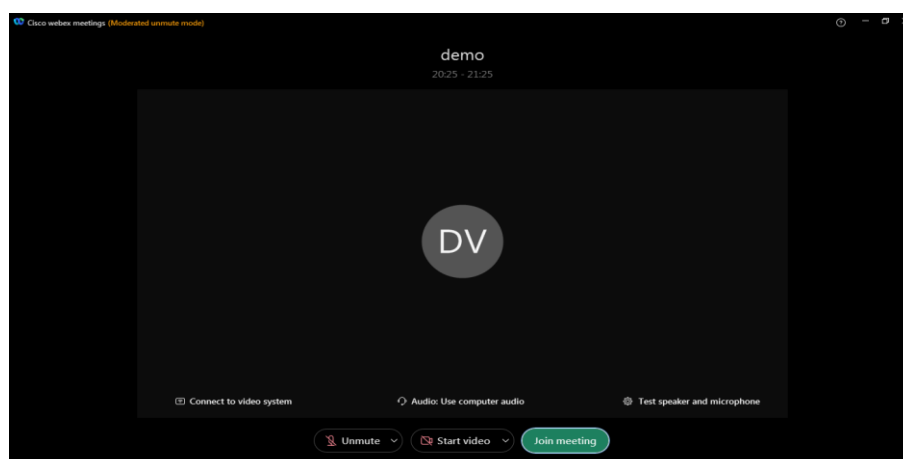
7. Enter the meeting id which will be sent to you in the text field available in the desktop app:



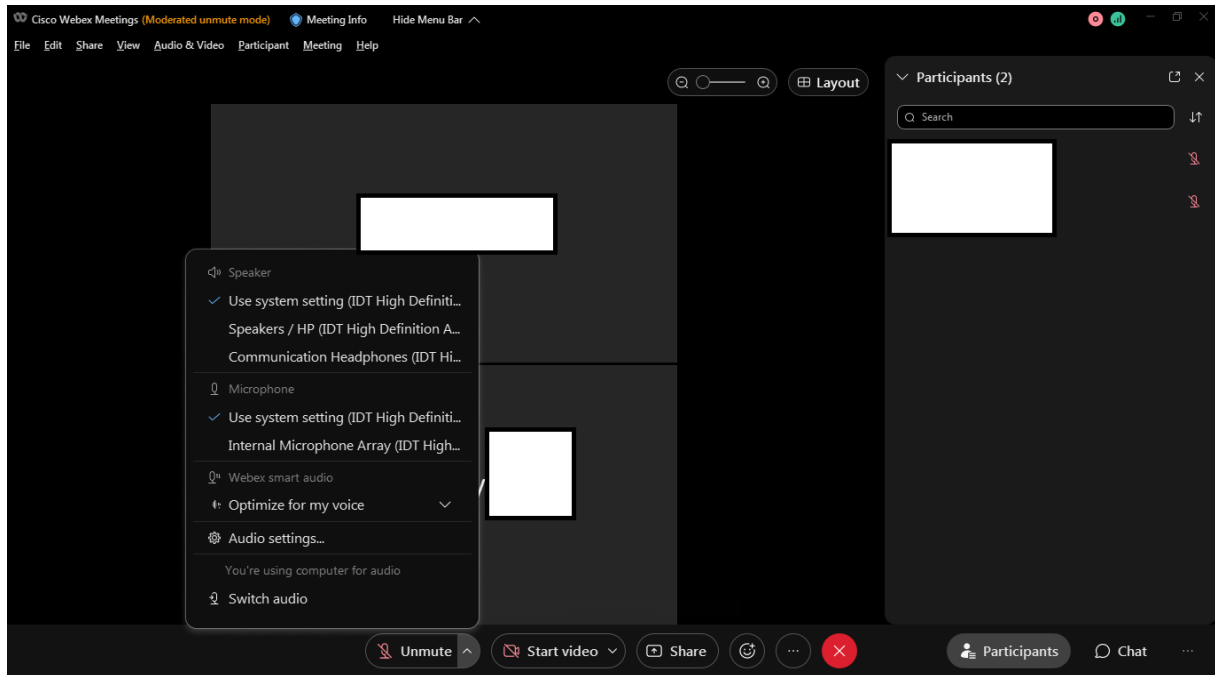
8. Click on join button after entering correct meeting id and enter the password received in the invitation mail, and click on continue button:



9. Now following window will appear, click on Join Meeting button:



10. Keep following audio options from the settings menu:



Help Link: <https://help.webex.com/en-US/article/nmegiuz/Webex-App-|-Join-a-meeting-from-your-meetings-list>