Quick Reference Guide providing an overview of how to use the Webex iPhone mobile app.

1. Join a Meeting from your Mobile Device Calendar
   When joining from your calendar app, you will be prompted to allow the Cisco Webex app to open. If you do not have the app, you will be prompted to first download the app.

2. Install the Cisco Webex App
   The app can be found in your app store.

3. Sign In or Join a Meeting
   Sign in with your Webex email and password. Choose the Site URL or enter it when prompted: (stateofmo.webex.com)
   Enter in your State of Missouri username and password.

4. Home Screen
   From the home screen, you can Start a Personal Room Meeting, Join a Meeting, or Enter a Personal Room of your most recent contacts.

5. My Meetings
   From the homepage, swipe right to view a list of upcoming meetings on the My Meetings page. Click the Join button when it’s time for a meeting to begin.

6. Connect Audio
   Tap the phone icon to choose your audio connection. Call Me and Call Over Internet are the preferred connection options.

7. Share Video
   Tap the camera icon and Share My Video to turn video on. This feature must be enabled in your phone settings to be used.

8. Host Options
   Tap the ellipses (…) on the bottom of the screen. Choose from various hosting options such as audio, meeting content, and chat.

9. Share Content
   Tap the ellipses (…) on the bottom of the screen. Tap Share Content button and select from the options.

10. View Participants and Manage Audio
    During the meeting, tap the Participants icon in the top right corner of the meeting window.
    To mute a single caller, tap the microphone next to their name.
    To mute all participants, tap the microphone icon in the bottom right of the screen and tap Mute All.
Cisco Webex Mobile App – Android

Quick Reference Guide providing an overview of how to use the Webex Android mobile app.

1. Joining a meeting from your mobile device
   When joining from your calendar app, you will be prompted to allow the Cisco Webex app to open. If you do not have the app, you will be prompted to first download the app.

2. Install the Cisco Webex app
   The app can be found in the Google Play store.

3. Sign In or Join a Meeting
   Sign in with your Webex email and password. Choose the Site URL or enter it when prompted: (stateofmo.webex.com)

3a. Home Screen
   From the home screen, you can Start a Personal Room Meeting, Join a Meeting, or Enter a Personal Room of your most recent contacts.

3b. Enter your State of Missouri username and password.

4. My Meetings
   From the My Meetings page, click the Join button when it’s time for a meeting to begin.

5. Connecting Audio
   Tap the phone icon to choose your audio connection. Call Me and Call Over Internet are the preferred connection options.

6. Sharing Video
   Tap the camera icon and Share My Video to turn video on. This feature must be enabled in your phone settings to be used.

7. Host Options
   Tap the ellipses (…) on the bottom of the screen. Choose from various hosting options such as audio, meeting content, and chat.

8. Share Screen
   Tap the ellipses (…) on the bottom of the screen. Tap Share screen button and select from the options.

9. View Participants and Manage Audio
   During the meeting, tap the Participant icon in the top right corner of the meeting window.
   To mute a single caller, tap the microphone next to their name.
   To mute all participants, tap the microphone icon in the bottom right of the screen and tap Mute All.