

The Attendee

Joining an Event as an Attendee




The Attendee Role

As an attendee of a Webex event, your role is to participate. Be attentive, respond to polls, ask a question during Q&A, and chat with other participants, the host or the panelists.

To begin, download the Cisco Webex Meetings desktop application [here](#).

Join the Webex Event

Your invitation will include several options for joining the event. For the most robust experience, join from your computer by clicking the  button in the invitation.

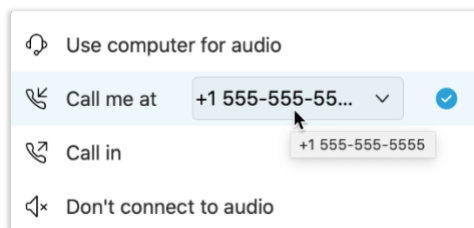
Select the Audio

Before you click the next Join Event button, select whether to integrate audio to your desktop experience via call-me, call-in or computer audio.

PRO TIP! If you are in an area with slow or unreliable internet, connect your audio via call-in or call-me for a more stable audio experience.

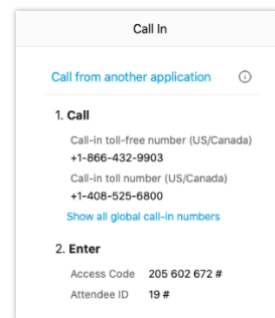
Call Me

1. Select **Call me** from the drop-down beneath the Join Event button.
2. Click to enter your phone number then click **Join Event**.
3. When your phone rings, simply answer and if prompted press "1" to join the event.



Call In

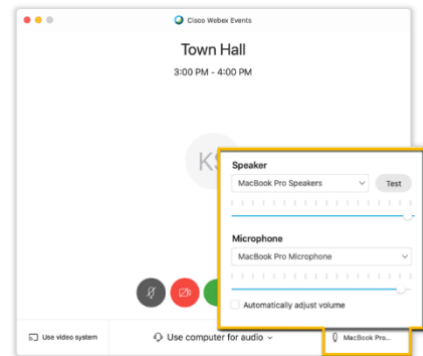
1. Select **Call in** from the drop-down beneath the Join Event button.
2. Click **Join Event**.
3. Follow the on-screen instructions to dial-in and enter the **access code** and **attendee ID** when prompted.



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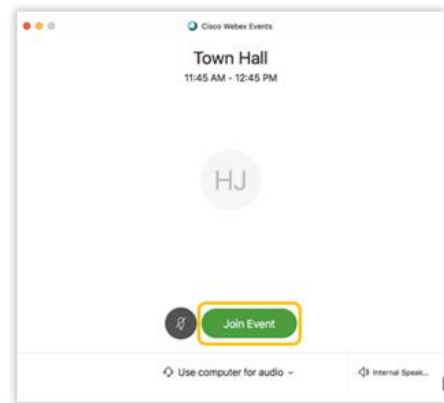
Use Computer Audio

Integrate your desktop experience with computer audio by selecting “Use Computer Audio”. Be sure to test your audio equipment before joining the call. Remember, most laptops and desktop computers aren’t manufactured with high-quality microphones; *for the best audio experience, use a headset with built-in mic.*



Join the Event

Now that your audio connection method has been selected, click **Join Event** and enter immediately into the Event.



Want to know more? Check out some great resources for attendees [here](#) and [here](#). For more best practices and helpful tips for running successful meetings and events, [check out our resources here](#).