

# The Panelist

## Joining an Event as a Panelist



### The Panelist Role

As a panelist of a Webex event, you can communicate with attendees through polls, share content, manage Q&A and chat. As a panelist, you'll be able to use a variety of tools to support your role in delivering an excellent event, but first – you need to join properly to have that access.

**Cisco strongly recommends that hosts schedule and facilitate a dry run before any event to ensure all critical participants are able to join and use the tools required effectively.**

### Join the Webex Event

First, panelists must download the Cisco Webex Meetings desktop application [here](#).

As a panelist, your invitation will include several options for joining the event. To join with full panelist functionality, join your event from your computer by clicking the “Join Event” button in the invitation and then click Join at the event information screen.

**You're a panelist for this Webex event. When it's time, join the Webex event here.**

Host: Karen Siddiqi ([karsiddi@cisco.com](mailto:karsiddi@cisco.com))  
 Event number (access code): 208 203 901  
 Event password: THQ120 (847120 from phones)  
 Panelist password: THQ2Panel (Please do not share panelist password)

Monday, March 30, 2020 3:00 pm, Eastern Daylight Time (New York, GMT-04:00)

[Join event](#)

If you experience a problem joining the event as a panelist, you can join as an attendee.

Join as an attendee: <https://cisco.webex.com/cisco/onstage/g.php?MTID=e0523bba303a7db5f73ea75d1e8f77738>

**cisco Webex**

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**Event Information: Town Hall**

**Event status:** ● **ON**

**Date and time:** [View Event Details](#)

**Duration:** 1 hr

**Description:**

[Join Event Now as Panelist](#)

[Join](#)

By joining this event, you are accepting the Cisco Webex [Terms of Service](#) and [Privacy Statement](#).

### Integrate the Audio

Next, select whether to use a video system or integrate audio to your desktop experience via computer audio, call-in or call-me options.

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

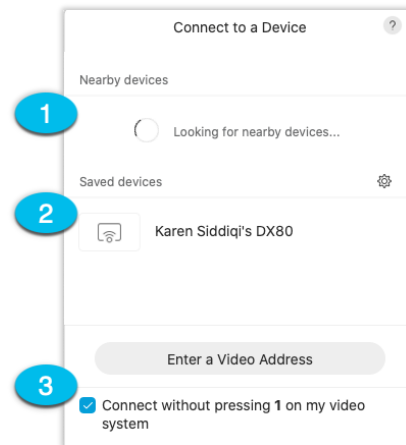
# Webex Events Joining as a Panelist

## Use Video System

To integrate your desktop join experience with a video system, simply click Use Video System and then select from the available options:

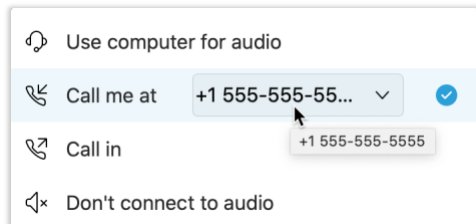
1. Enter video address
2. Select a saved device
3. Select a nearby device using Cisco's Intelligent Proximity

After selecting one of the options above, click **Start Event**.



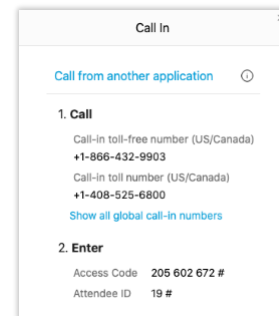
## Call Me

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.



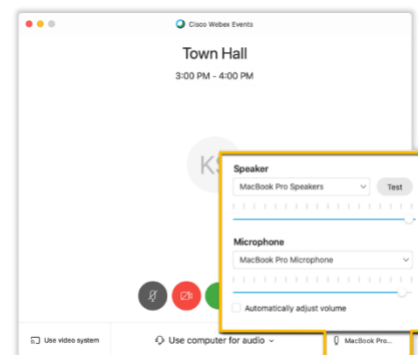
## Call In

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.



## 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; *it is important to use a headset with built-in mic to deliver the best audio experience.*



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