SJSU SAN JOSÉ STATE UNIVERSITY

ITS Projects
WebEx

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WebEx

- SJSU WebEx can be used to host online meetings and interactive sessions with individuals inside and outside of San José State.

- The Meetings service within SJSU WebEx can be used to enhance academic class activity including lecture capture for later review and interaction with remote students and/or guest lecturers.

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What can you do with WebEx?

- Meet and interact with anyone, anywhere, anytime
- Collaborate real time by sharing applications, presentations, documents and your PC desktop
- Bring together people without travel time and expense
- Work with teams from different places all over the world – all that is needed is Internet access
- View meeting participants in high-quality video
- Record meetings for future reference and training
- Download the mobile WebEx app and you can start or join a meeting anywhere through your mobile phone!

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How does it work?

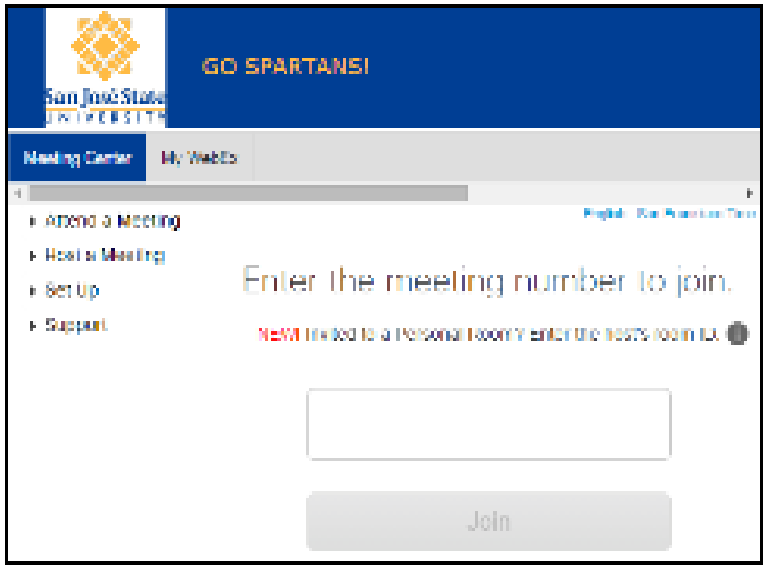
- WebEx software is delivered over the web as you need it. The first time you attend a meeting, WebEx will automatically download for you. See your system administrator if you need download assistance.

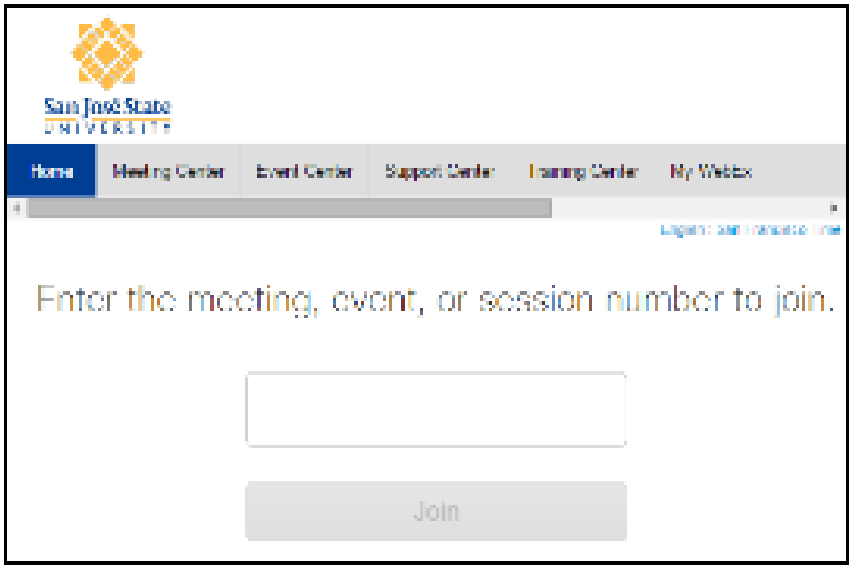
- You can use WebEx from any computer with an internet connection, and from most smartphones and tablets. For details, see WebEx Apps for Smartphones.
- You can schedule a WebEx lecture or meeting ahead of time, or start one spontaneously as needed.

- If you use WebEx to invite someone to a lecture or meeting, they will receive an email that allows them to attend. **Attendees do not have to have a WebEx account**. Your invitation includes a link they can click to join you online as well the password needed to access the meeting.

- During your meeting, you can video conference, lecture, share content or just have a discussion.

WebEx Sites for SJSU





SJSU WebEx
Student Host Log In

SJSU WebEx
Employee Host Log In

Figure 1 displays the SJSU WebEx Log In page students and employees.

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Limitations for Student Accounts

- Meeting Center is the only service available
- VoIP is the only audio option
- Up to 8 participants may join a meeting

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WebEx Services and Comparisons

	Meeting Center	Training Center	Event Center
Description	Present information, share applications, and collaborate on projects. Streamline the meeting process with a centralized space for managing activities and information.	Deliver highly interactive and effective online training and e-learning	Stage large-scale online events
Usage Scenarios	• Collaborative sessions • Internal and external meetings • Demonstrations and presentations • Online interviews	• Staff and faculty training • Distance learning • Certification and IT training	• Webinars • Marketing events and conferences
Who may use?	Staff, Faculty and Students	Staff and Faculty	Staff and Faculty

WebEx Training

Faculty, Staff, and Students

WebEx Guides and Videos

http://its.sjsu.edu/resources/webex-guides/index.html

SJSU Cisco WebEx Intranet Portal

http://webexmip.webex.com/mip/sjsu/intranet.php

Faculty & Staff Only

eCampus Workshops

http://www.sjsu.edu/at/ec/aboutus/ecampusevents/index.html

WebEx Recordings

When will my WebEx recording be available?

WebEx Recording Availability
(http://www.sjsu.edu/at/ec/webex/WebEx_Recording_Availability_v1.pdf)

WebEx recordings end up in a queue depending on the end time of the session. The items are processed on a first come, first serve basis. This process could take up to 24 hours to occur. Since you will receive an email when the recording is ready, you do not have to stay on the site and wait for the recording to process.

Locating WebEx Recordings

Locating WebEx Recordings
(http://www.sjsu.edu/at/ec/webex/Locating_WebEx_Recordings_v1.pdf)

This guide provides step-by-step instructions on how to locate a lecture or class session recorded in WebEx. Viewing a WebEx recording requires the download of the free WebEx Network Recording Player.

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WebEx Resources

- ITS WebEx Portal
- WebEx System Requirements
- WebEx Quick Guide
- WebEx Recording Availability
- Locating WebEx Recordings
- WebEx Quick Guide for Students
- How to View Instructor's WebEx Videos
- Setting up a WebEx Meeting
- Protecting a WebEx Meeting
- WebEx Training Center Guide
- WebEx Integration with Canvas
- WebEx Storage Available
- WebEx App
- Web Conferencing Tips

WebEx Video Tutorials

- Spartan WebEx Tips
- WebEx Vimeo Channel
- WebEx: Meeting Center
- WebEx: Training Center
- WebEx: Event Center

Questions?

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