

Webex Instructions for Participants

**2022 International Conference on Method Triangulation:
Implications for Social Science Research**
August 18-19 (Taiwan Time Zone, UTC+08:00)

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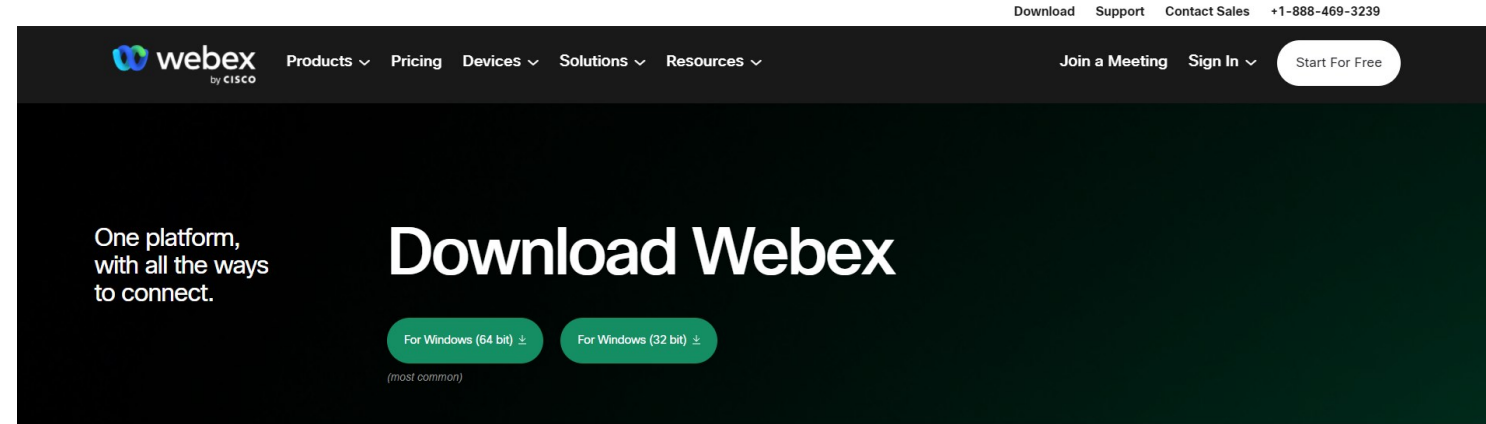
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Ask Questions Using “Chat”

Download Webex

Full functionality

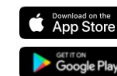
<https://www.webex.com/downloads.html>



Download mobile app

Other download options

Available on app store and google play



Scan QR code to download mobile app



Other operating systems

[Read our help article about Linux download for](#)

Download Options ^

- macOS (Intel chip)
- macOS (Apple M1 chip)
- Linux (.DEB)
- Linux (.RPM)

Not only for Windows

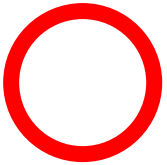
Join Meeting

For all users





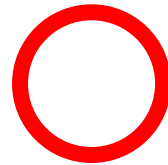
Desktop



- Applicable to all brands or operating systems
- Make sure your speaker/microphone and camera are working well
- Make sure you have stable network environment (wired or wireless)



Laptop



Cellphone

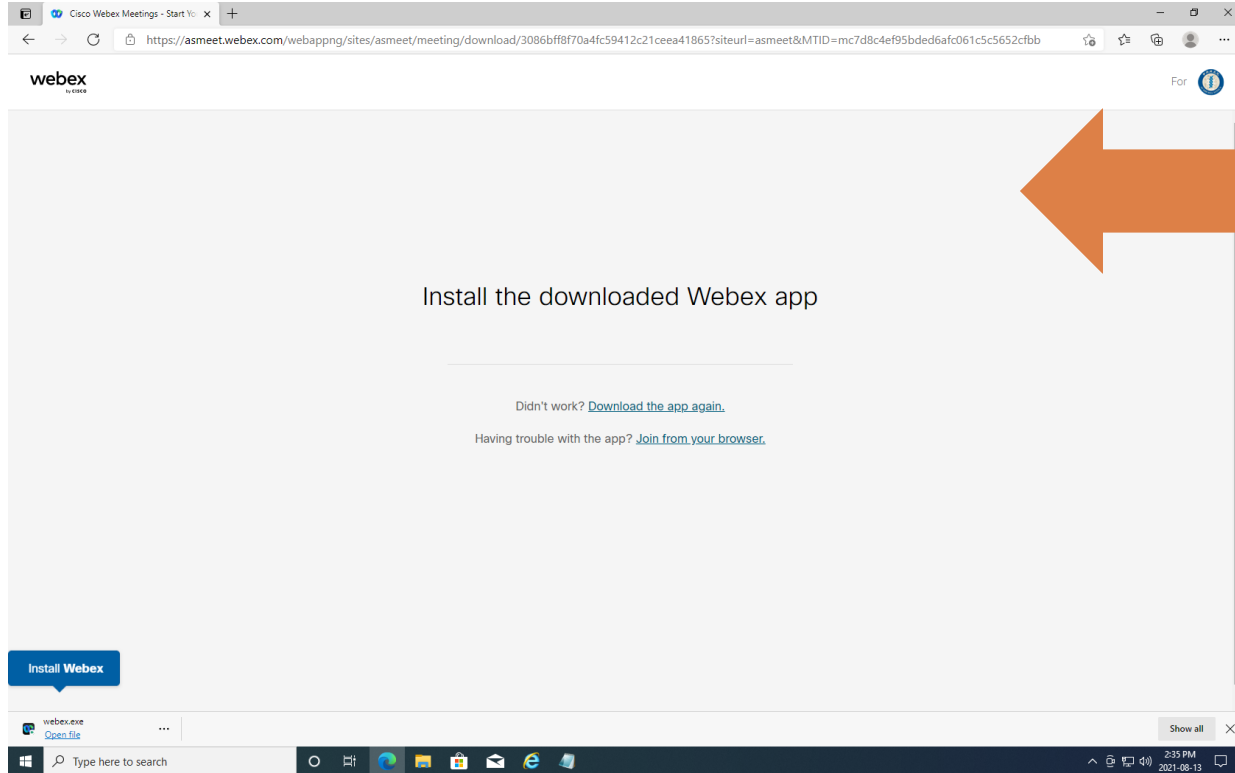


- Video conferencing is very power consuming
- Screen quality is bad

01

Join Meeting

Click the meeting room link in your browser



(not installed yet)

Please follow the instructions to download the Webex app and install first

(installed)

If installed, please wait until the Webex app starts up

01

Join Meeting

Please fill in your full name and email address

Join the meeting

If you're the meeting host, sign in to start the meeting.

Name
Janet Chiou

Email address
d1234@gmail.com

Remember me

Join as a guest

[Sign in](#)

- Fill in your full name and email address
- Then click "Join as a guest"

Enter the meeting password

Meeting password

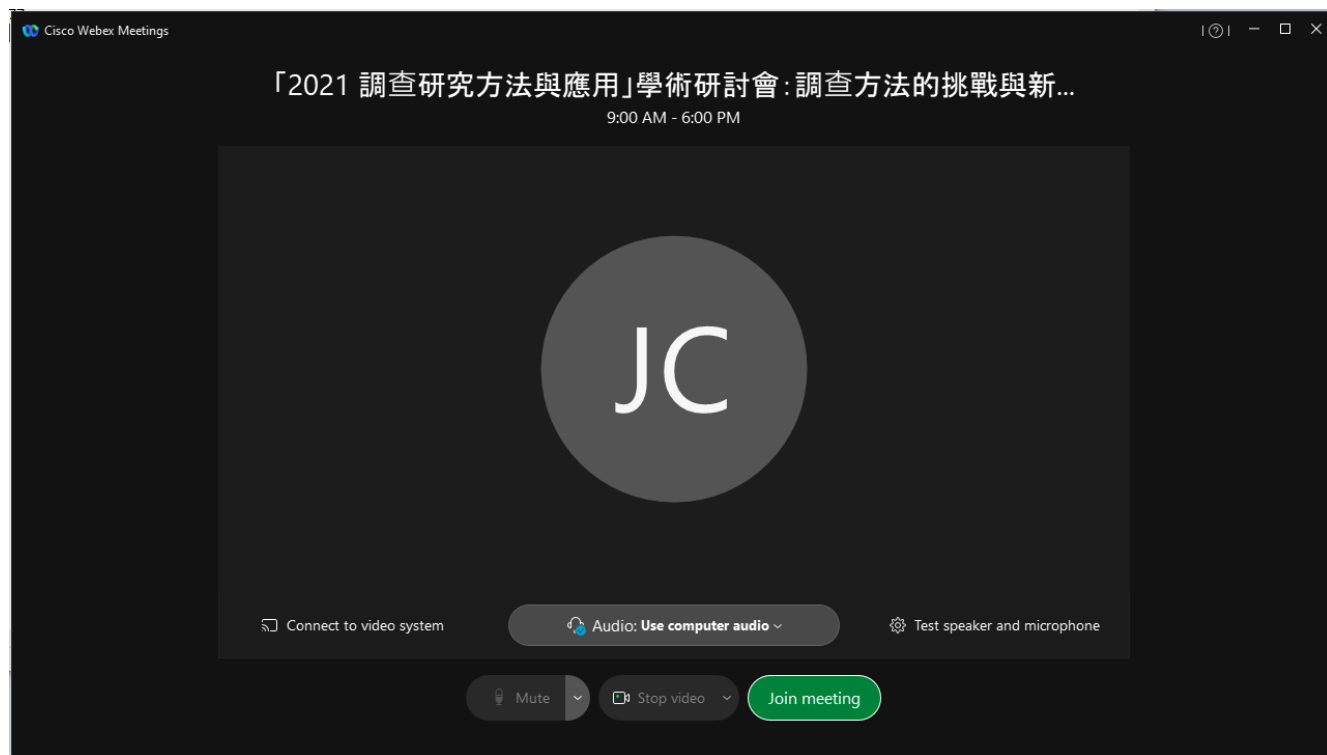
Continue

- Enter the password if the screen shows up
- The password is in the email sent to you


01


Join Meeting

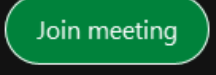
Test speaker/microphone and audio



- Please use the following icons on the bottom of the screen to test your speaker/microphone and audio

-  Test speaker and microphone

-  Audio: Use computer audio

- Then click  to join the virtual meeting room

Basic Functions

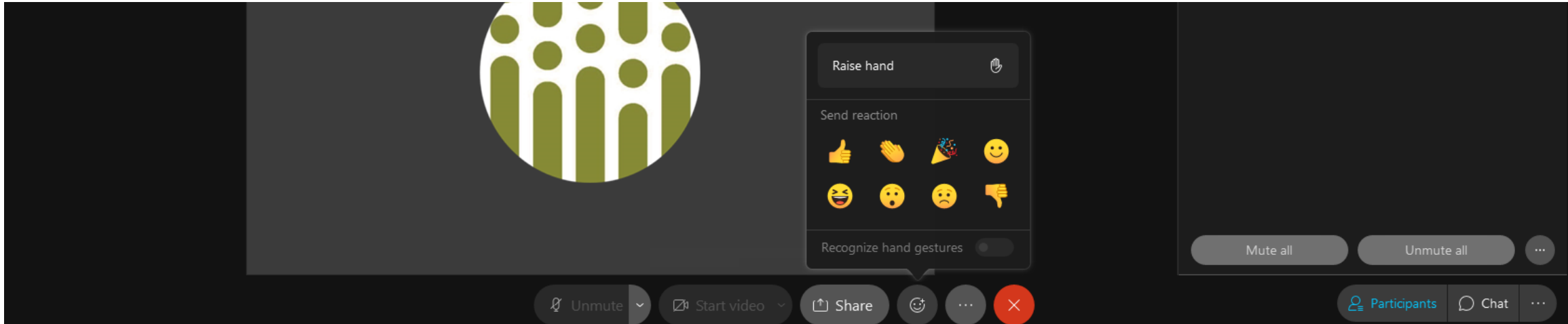
For all users



02

Basic Functions

Webex interface



1 Everyone is muted when entering

2 All can turn on the audio by themselves

3 Can use the emoji to interact with the speaker

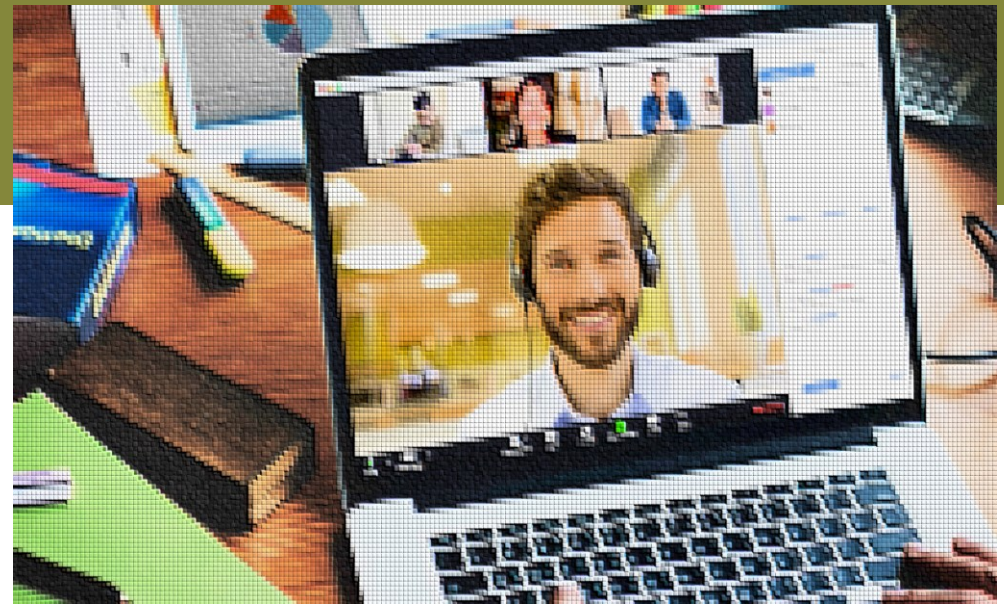
4 Click to leave the conference

5 Click to view all participants

6 Can use "Chat" to key in questions

Share Screen

For presentation

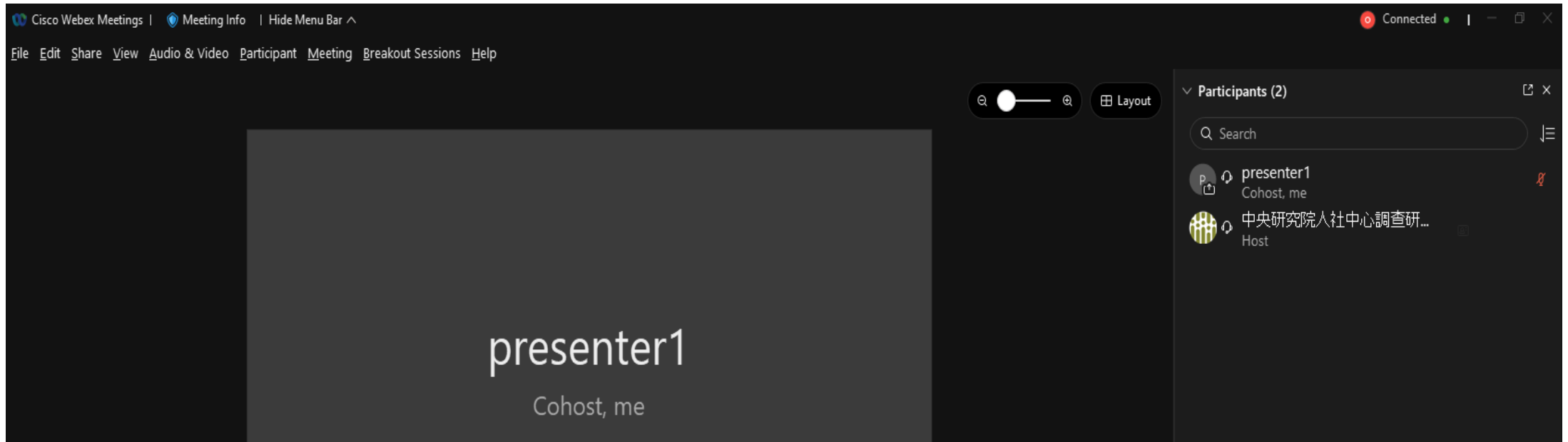


03

Share Screen

Presenters are the cohosts in the session

- Presenters of the session will be designated as Cohosts
- Can unmute and share screen by yourself



03

Share Screen

Presenters

1

Open your file of presentation first

2

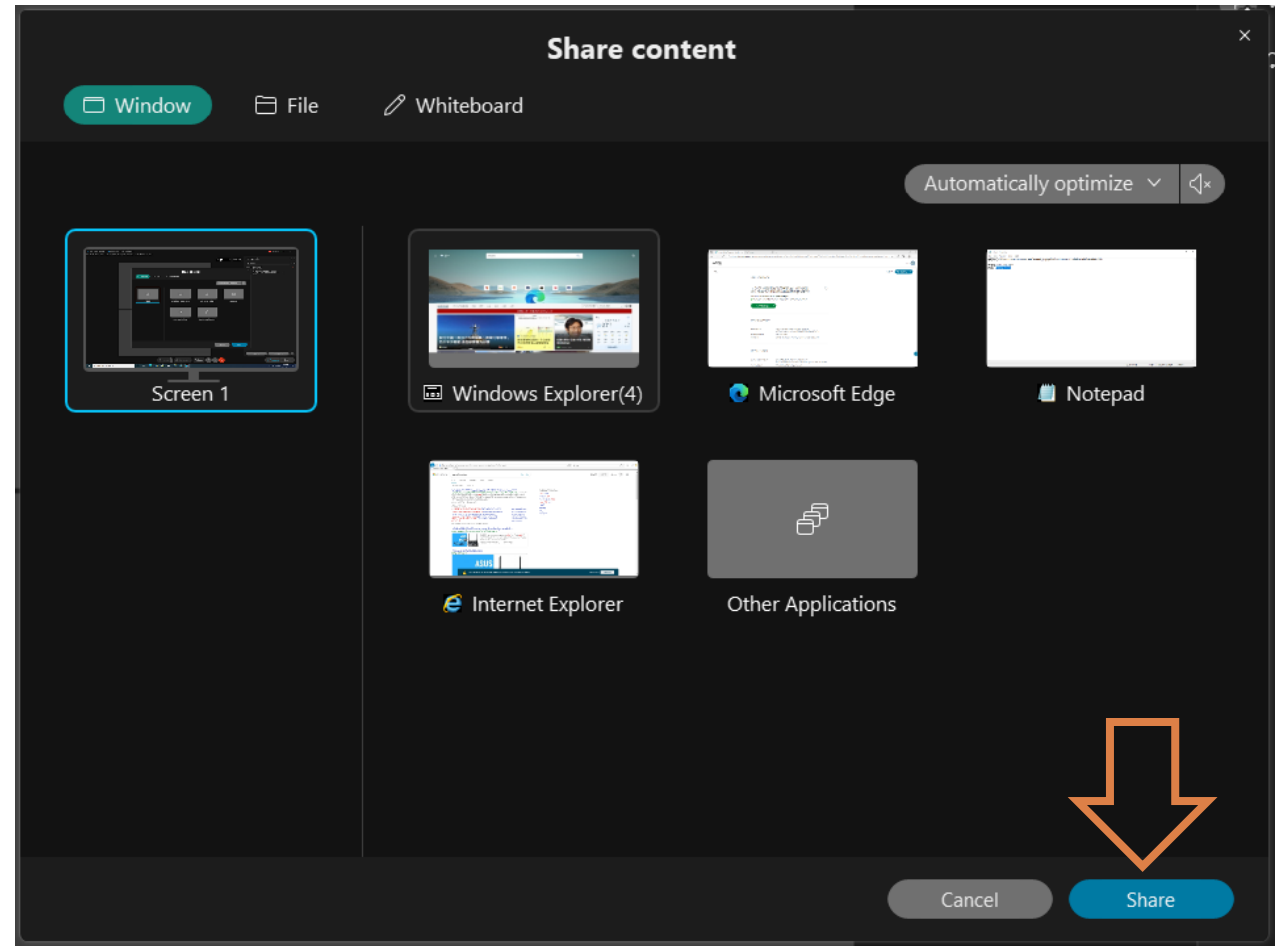
Click  to unmute

3

Click  to choose the file

4

Finally, click  to share the file with everyone



03

Share Screen

Presenters

You're sharing Windows Explorer...
Participants can now see what you're sharing. Hover over the area above to access controls to functions such as stop sharing.



When you finish your presentation, can click this to stop sharing

Click "Chat" to see the questions and comments from the attendants

Ask Questions Using “Chat”

For all users

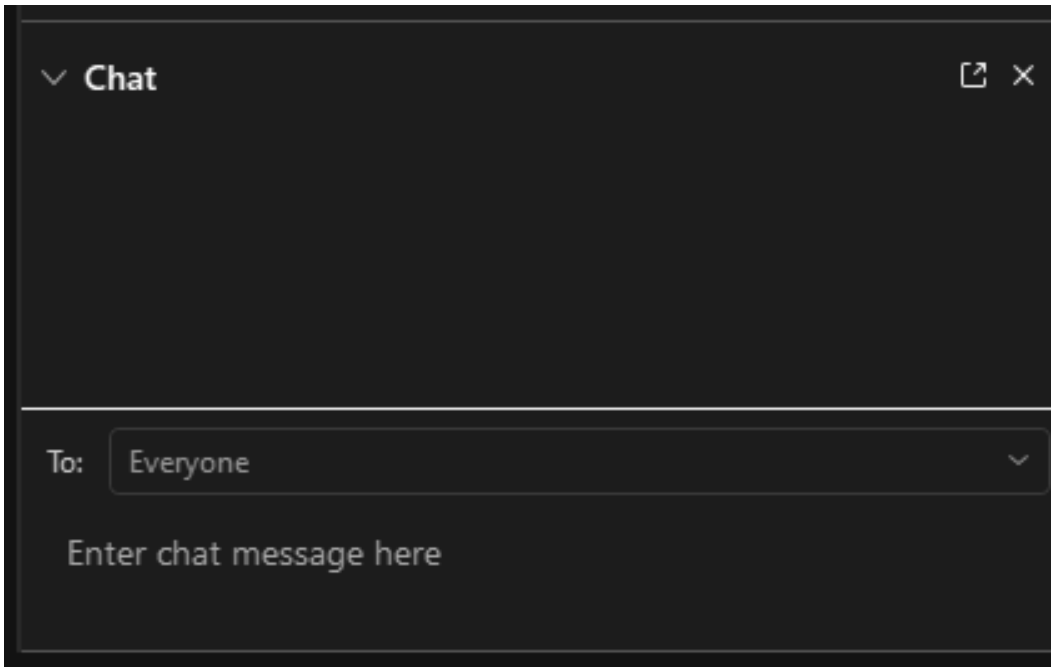


CSA

中央研究院人文社會科學研究中心
調查研究專題中心

04

Ask Questions Using “Chat”



1. Attendants can use "Chat" to key in questions. Before typing your questions, please key in your affiliation and name, such as "Question from (name), (affiliation): (your question)"
2. At the end of the session, the moderator will decide how to proceed the discussions (e.g., sequence of questions and responses)

THANKS

Thank you for attending the conference and please feel free to contact us if there is any question.

E-mail: csrevent@gate.sinica.edu.tw



CSA

中央研究院人文社會科學研究中心
調查研究專題中心