

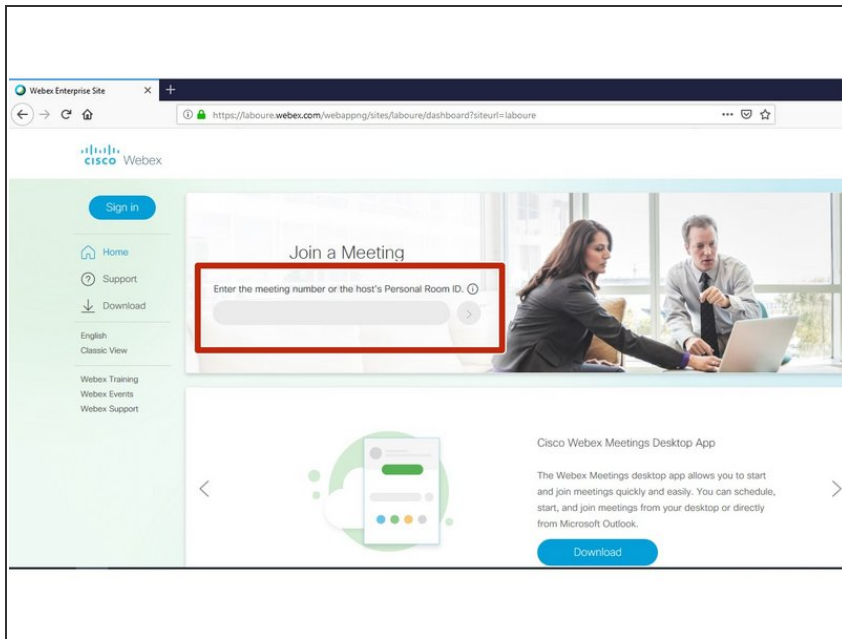


# Join a meeting using a PC

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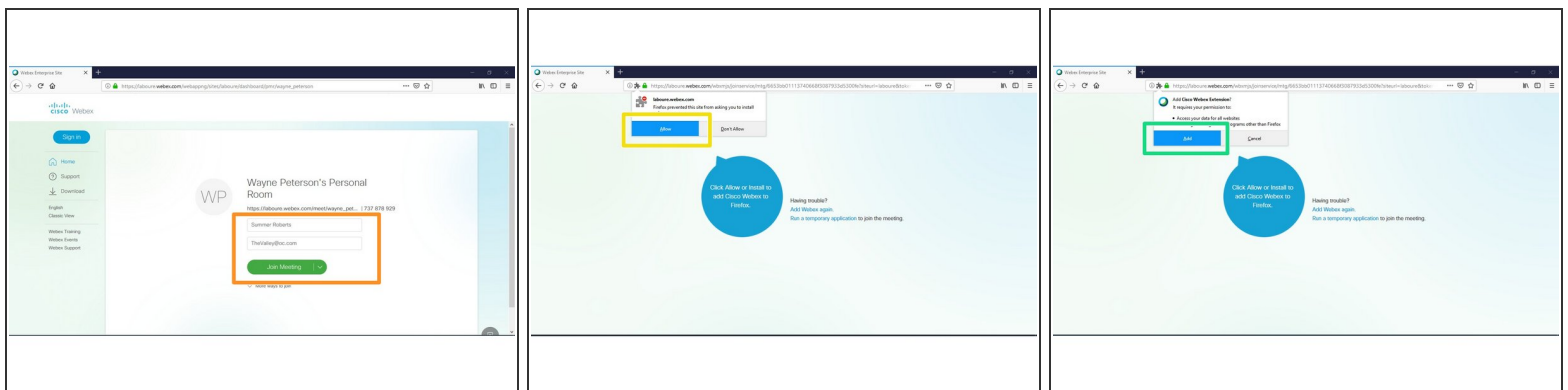


## Step 1 — Join a meeting using a PC



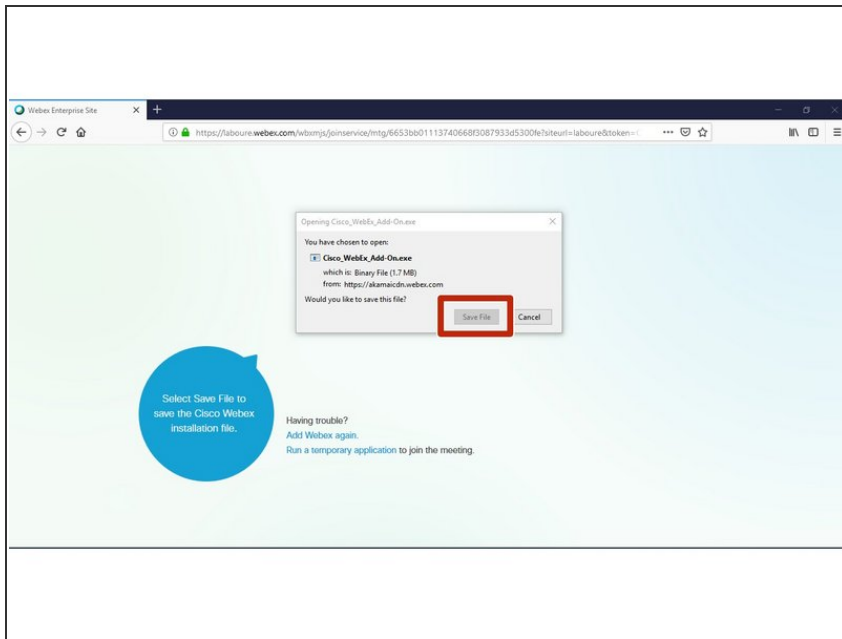
- To begin, navigate to [laboure.webex.com](https://laboure.webex.com) in your preferred web browser.
- Enter the 9 digit meeting ID in the field.

## Step 2



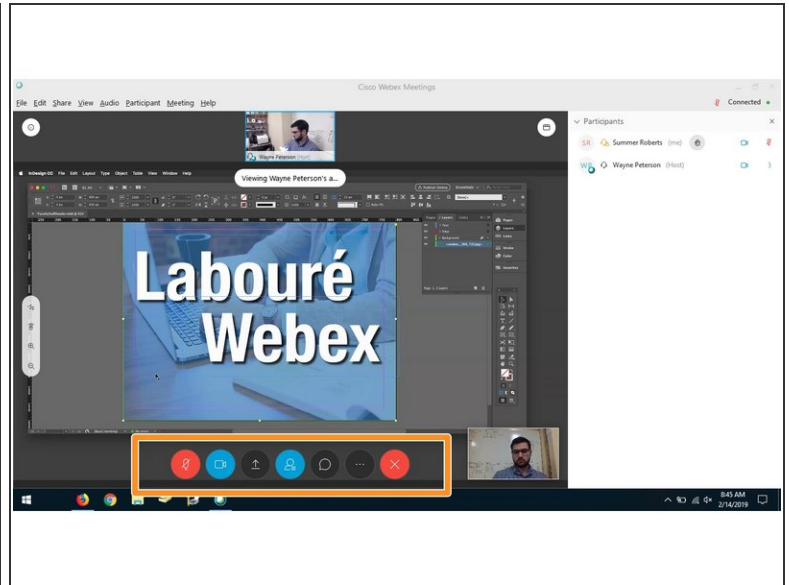
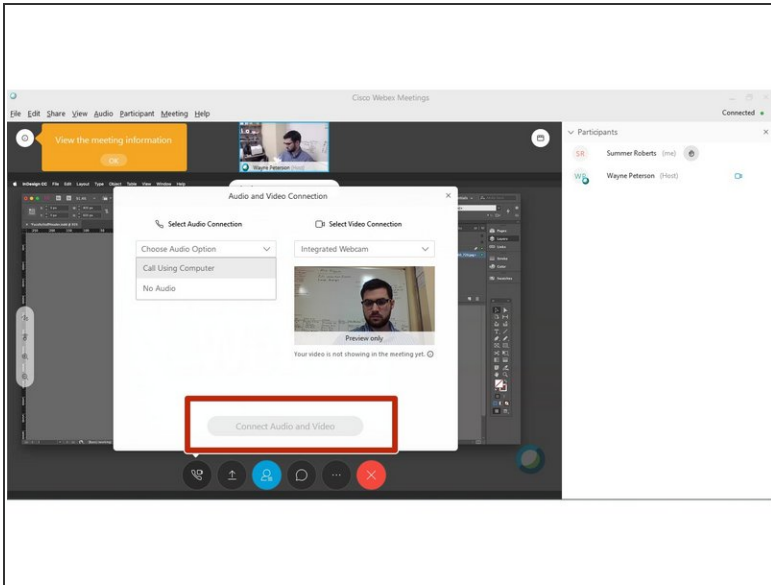
- Enter your name and email address in the fields provided. Insert wisdom here.
- Click **Join Meeting**.
- You will receive a pop up window asking to install the Webex Add-On. Click **Allow**.
- When prompted to install and extension to your browser, click **Add**. This will make joining meetings quicker in the future.

## Step 3



- Click Save File. Once the program has downloaded, launch the installer.

## Step 4



- You are now in the meeting.
- Select your Audio and Camera source and click **Connect Audio and Video**.
- Camera and Audio controls are located at the bottom of your screen.
- ❗ If you are not speaking please make sure to keep your microphone muted. This reduces the amount of feedback that may be heard from other users.