

WebEx Training Interface for Students

The screenshot shows the Cisco WebEx Training interface. At the top, the title bar reads "Cisco Webex Training". Below it is a menu bar with "File", "Edit", "Share", "View", "Audio", "Participant", "Session", "Breakout", and "Help". The "File" menu is highlighted with a red box and the number 1. Below the menu bar, the "Session Info" tab is active, showing the topic "Alex's Lecture - Mar 18", host "ITMS Collaboration Systems", and training session number "730 604 666". On the right side, the "Participants" panel is visible, showing a list of participants under "Speaking:". The "Panelist" section includes "ITMS Collaboration Systems (Host)", and the "Attendee" section includes "Your Name (me)". A red box and the number 4 highlight the "Panelist" section, and a red box and the number 5 highlight the "Attendee" section. Below the participants list, there is a control bar with icons for "Raise Hand", "Yes/No", and "Mute/Unmute". A red box and the number 6 highlight the "Yes/No" icons. At the bottom right, the "Chat" panel is visible, showing a "Send to" dropdown menu set to "Host" and a "Send" button. A red box and the number 7 highlight the "Send to" dropdown menu. The bottom status bar shows "Cisco Webex", "Session No. 730 604 666 | An Integrated Voice Conference is now in progress.", and "Connected" status.

1. **File** – use “Leave Training Session” to exit the session and close WebEx Training
2. **Audio** – click “Speaker/Microphone Audio Test...” to ensure audio devices are working properly
3. **Participant** – Use “Mute” and “Unmute” if you have to speak or not (Only if lecturer has granted microphone privileges to students)
4. **Panelist** – Name(s) of lecturer/presenter/TA
5. **Attendee** – Names of those attending the session
6. **Interactive Feature**
 - a. **Raise Hand** – Beeps the lecturer and indicates your hand is raised
 - b. **Yes/No** – Use the check (yes) and x (no) to respond to general questions from the lecturer
7. **Chat** – Select “Send to” to choose who (Prof., TA, Presenter, etc) you want to message.