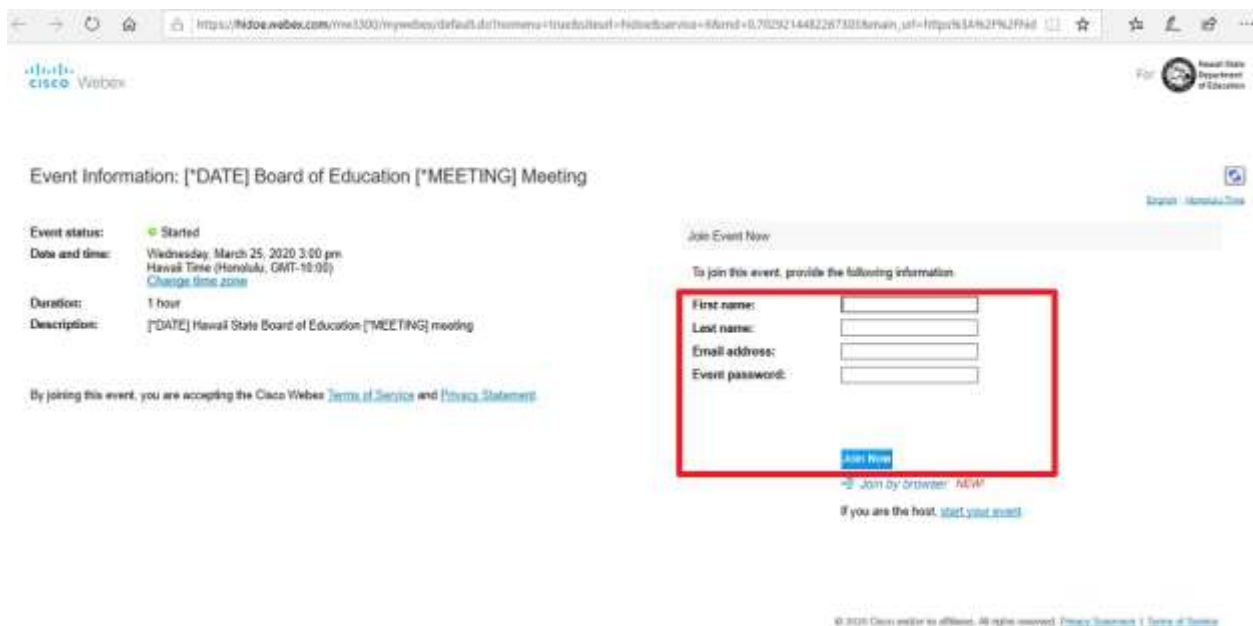


## How to Listen to Board of Education Meetings

Join with a WebEx Add-On: For this option, you will need to download and install a **WebEx Add-On**. The option to install a WebEx Add-On will appear once you have clicked “Join Now” after registering. You can also set up the WebEx Add-On in advance. You can download and install a WebEx Add-On ahead of time here: <https://www.webex.com/downloads.html/>.

1. Click on the “[Join WebEx Meeting](#)” link on the Board of Education’s [Listen Live](#) webpage.
2. Register by entering your **name**, **e-mail address**, and **meeting password**.
3. Click the blue “**Join Now**” button.  
(Note: You will not be able to access the meeting until the scheduled meeting start time. Until that time, the “Join Now” button will be greyed out.)



The screenshot shows a web browser window displaying a Cisco WebEx registration page. The page title is "Event Information: [\*DATE] Board of Education [\*MEETING] Meeting". The event status is "Started". The date and time are "Wednesday, March 25, 2020 3:00 pm" in "Hawaii Time (Honolulu, GMT-10:00)". The duration is "1 hour". The description is "[\*DATE] Hawaii State Board of Education [\*MEETING] meeting". A "Join Event Now" button is visible, which is highlighted with a red box. Below the button, there is a "Join by browser: ADP" option and a link to "start your event" if you are the host. The page footer includes copyright information for Cisco and links to "Privacy Statement" and "Terms of Service".

Event Information: [\*DATE] Board of Education [\*MEETING] Meeting

Event status: Started

Date and time: Wednesday, March 25, 2020 3:00 pm  
Hawaii Time (Honolulu, GMT-10:00)  
[Change time zone](#)

Duration: 1 hour

Description: [\*DATE] Hawaii State Board of Education [\*MEETING] meeting

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

Join Event Now

To join this event, provide the following information:

First name:

Last name:

Email address:

Event password:

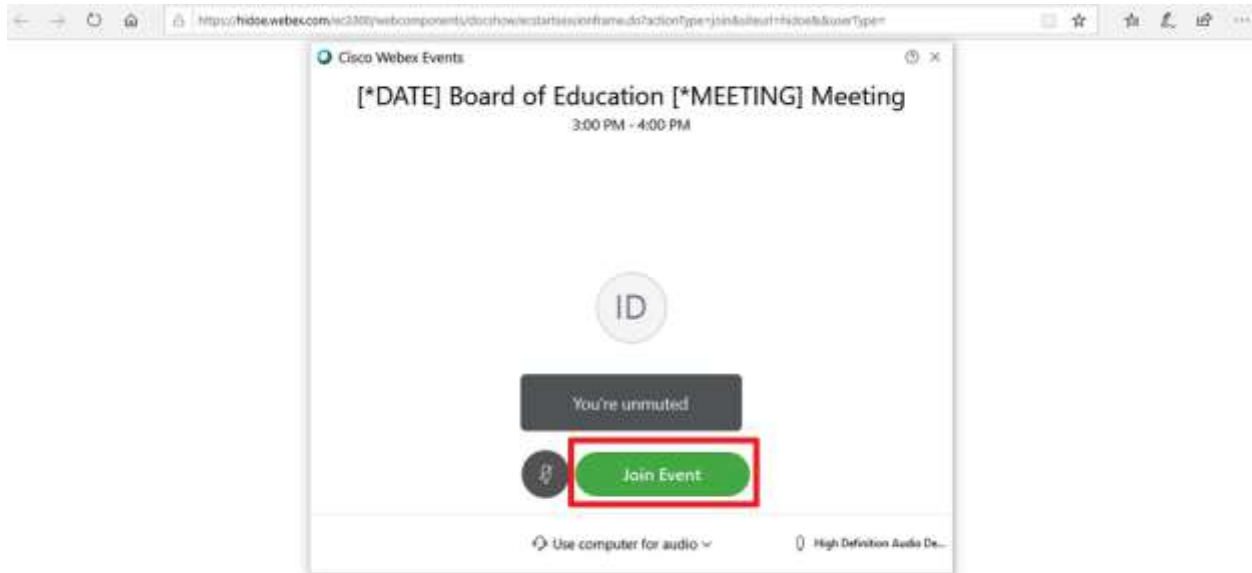
[Join Now](#)

Join by browser: ADP

If you are the host, [start your event](#)

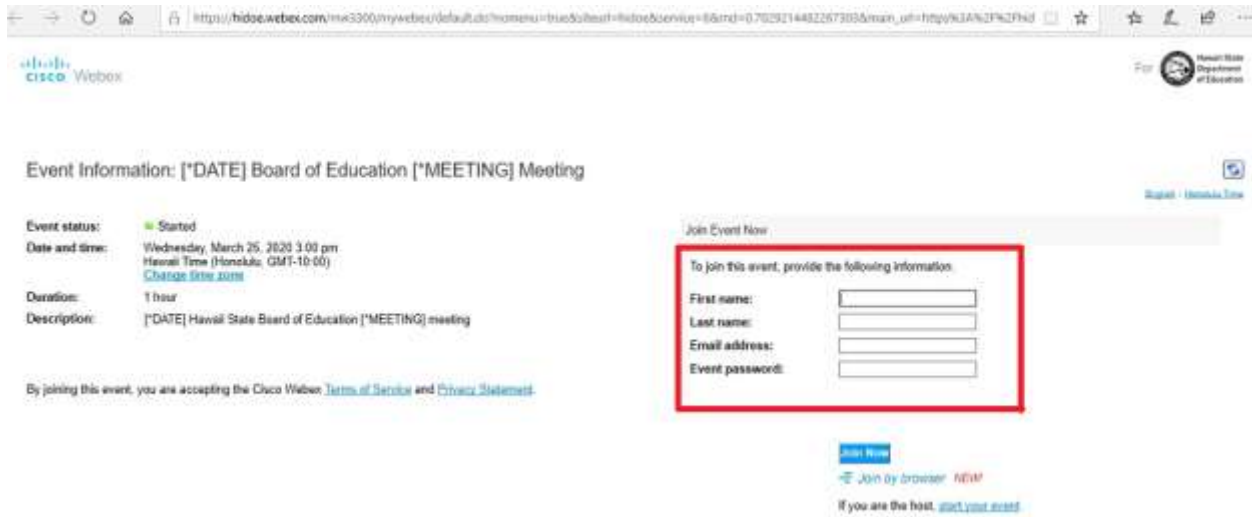
© 2020 Cisco and/or its affiliates. All rights reserved. [Privacy Statement](#) | [Terms of Service](#)

- Next, click “**Join Event**” when the prompt to join the event is on your screen. You will now be connected to listen to the live audio.  
*(Note: Your microphone will be muted and you will not have the option to unmute.)*

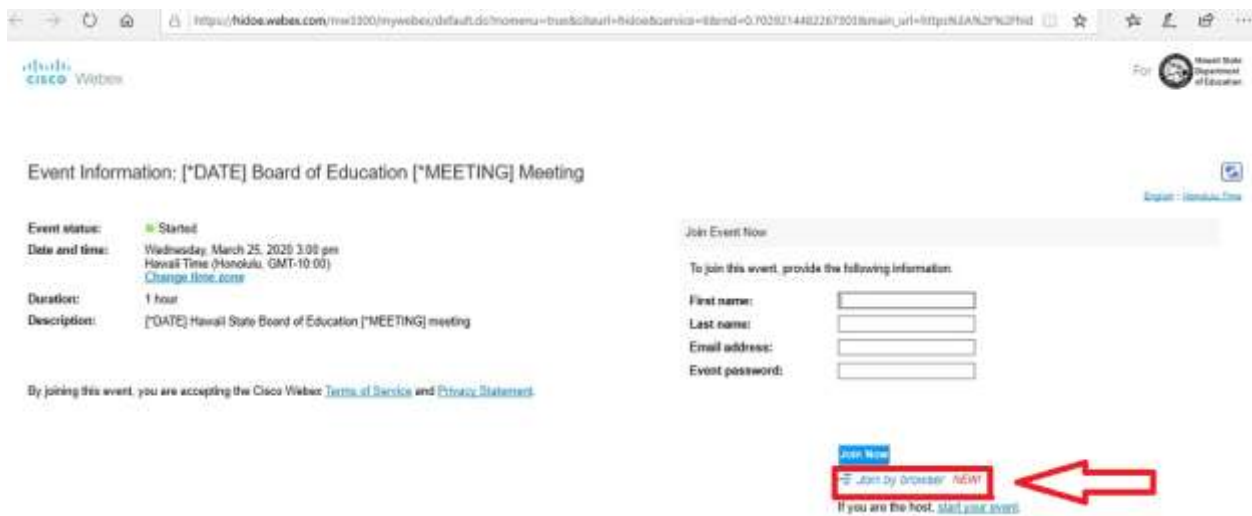


Join through your browser:

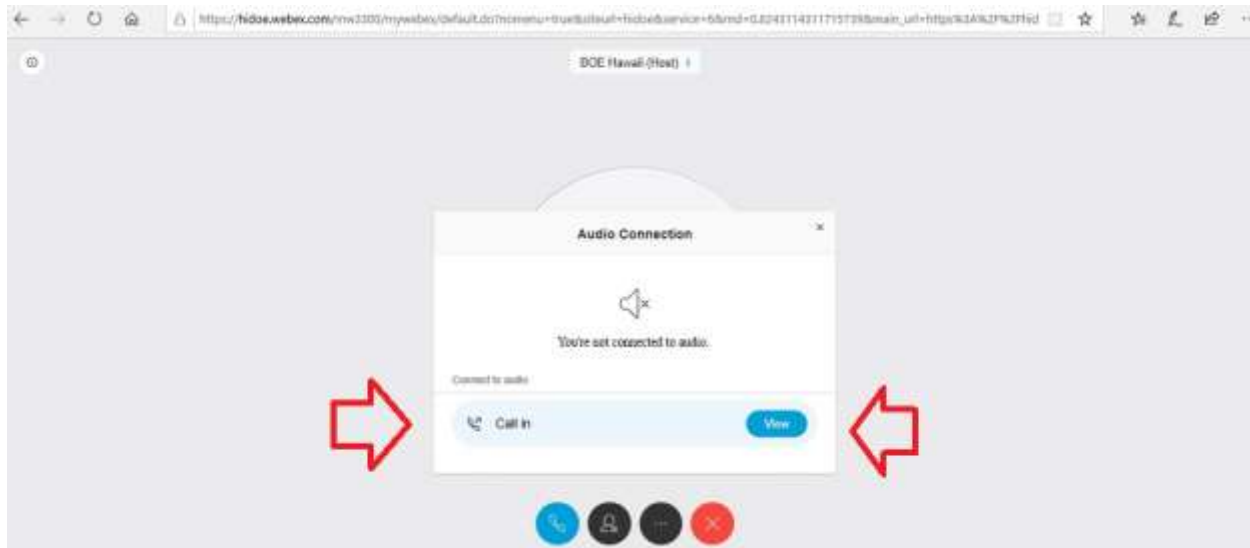
1. Click on the “[Join WebEx Meeting](#)” link on the Board of Education’s [Listen Live](#) webpage.
2. Register by entering your **name, e-mail address, and meeting password.**



3. Click the “**Join by browser**” link directly underneath the “Join Now” link. *(Note: You will not be able to access the meeting until the scheduled meeting start time. Until that time, you will not be able to join.)*



- Click the **“Call In”** button when the **“Audio Connection”** box is on your screen.



- Call the **call-in toll-free number** or **call-in toll number** shown on your screen. *(Note: You can call-in using your mobile device, landline, or your computer's calling feature.)*
- Once you connect, the prompt will ask for the **9-digit access code** followed by the **attendee ID number**. The numbers will be shown on your screen. Follow the prompts to enter the numbers then press # after each entry. *(Note: The access code and attendee ID number on your screen will be different than pictured on the graphic below.)*



Join by phone:

Call either the **toll-free** or **toll number** below:

8--4 Call-in toll-free number (US/Canada)

1--4 -8 Call-in toll number

Once you connect, the prompt will ask for the **9-digit access code or meeting number**. Enter the 9-digit number then press #.

Access code or meeting number: **126 241 1319**

**3** Next, the prompt will ask for an **Attendee ID number**. Enter #.

For a list of all global call-in numbers, please click [here](#).

**For additional information, including how to download and access the WebEx App on your mobile device, troubleshooting, and other information, please see the Board of Education's [Listen Live](#) webpage.**