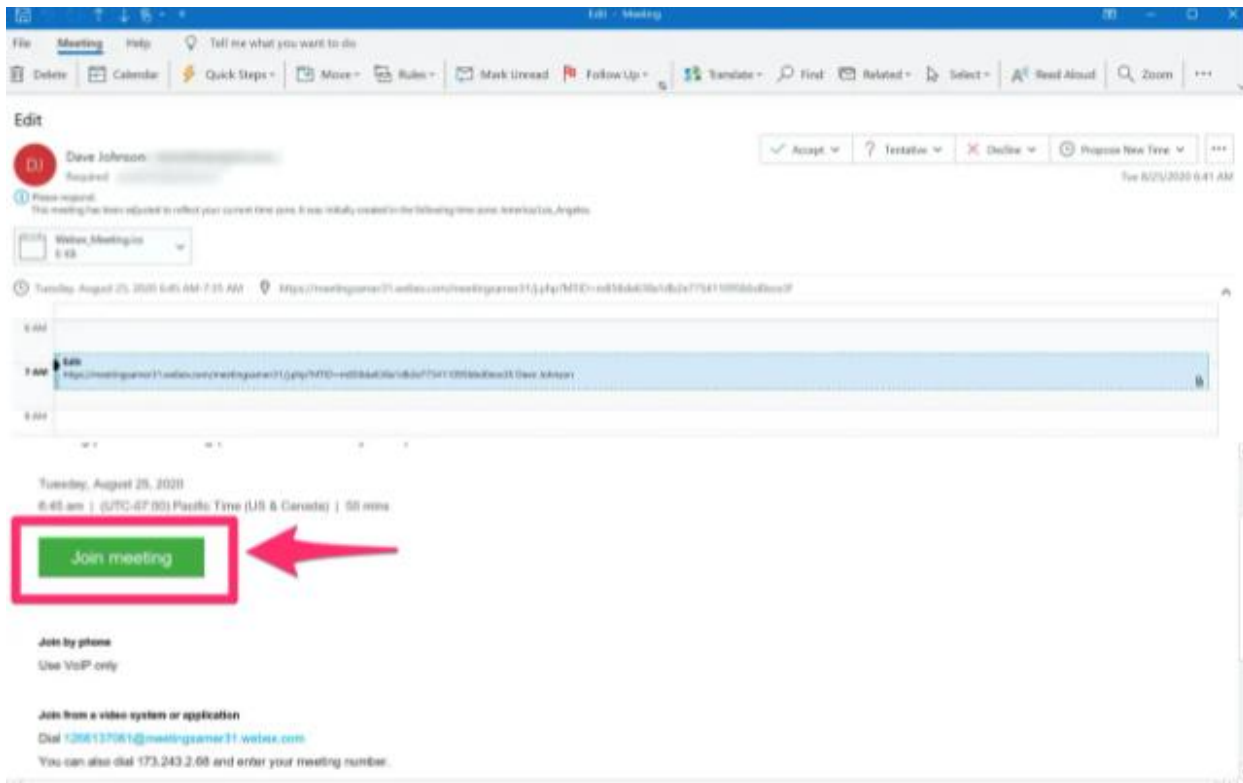**How to join a Webex meeting using the desktop app**
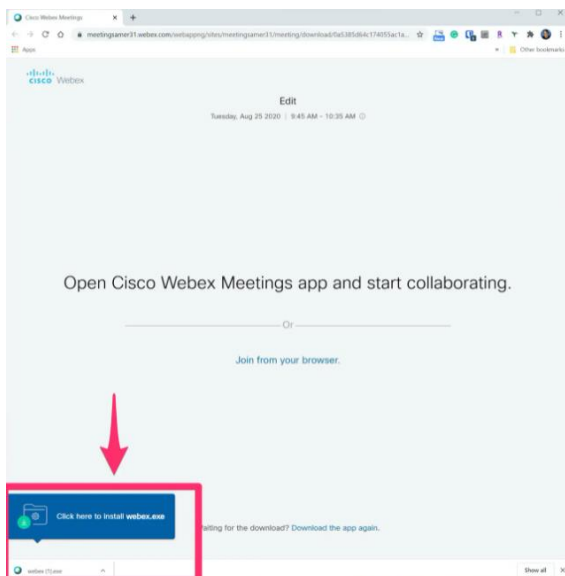
1. Open the meeting invitation in your email app and click "Join."

No matter how you're joining a Webex meeting, it will start with the email invitation.
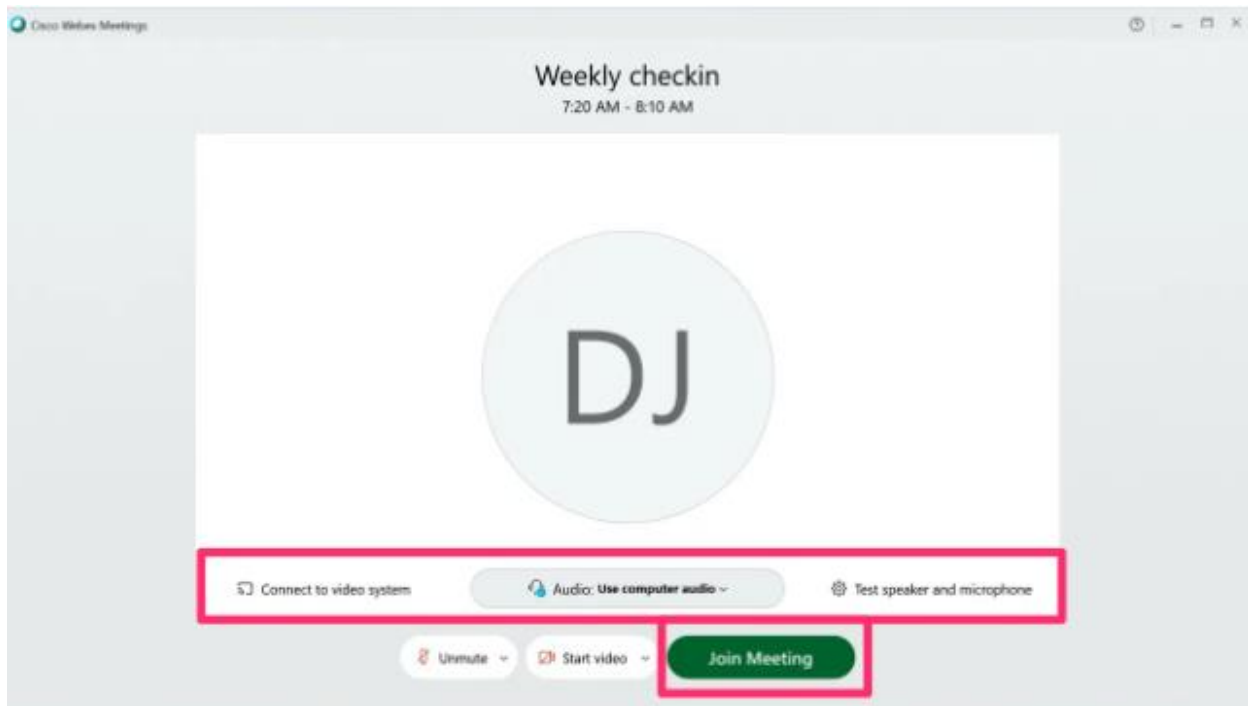
Dave Johnson/Business Insider

2. If this is your first time joining a Webex meeting on your computer, Webex will automatically prompt you to download the app. Click the installer in your browser's download center to install the app.

Run the installer which should be downloaded for you automatically.

3. Follow the instructions to enter your email address and other information if requested.

4. You might be asked to enter a password for the meeting. If so, you can find it in the email invitation.

5. On the Webex meeting window, configure the audio and video for the meeting. You can choose whether to use your computer's audio, dial in with your phone, or even enter your phone number and have Webex call you to establish the audio for the meeting.

6. You can also show or hide video, and choose if you want to start the call with audio or mute your microphone.
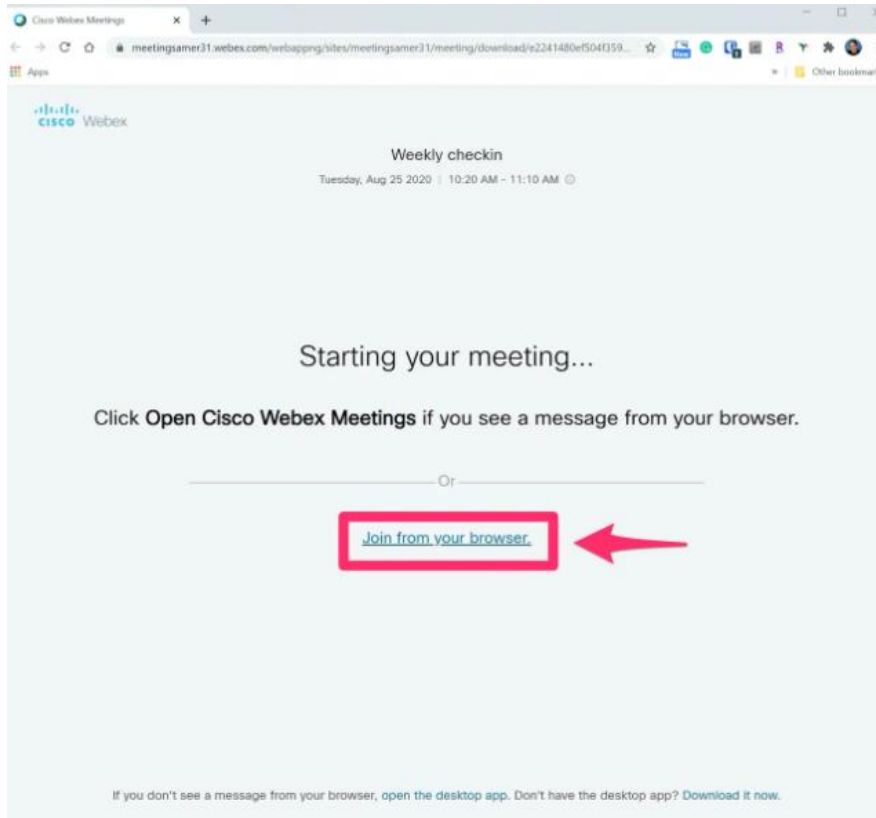
7. When you're ready, click "Join Meeting."

Configure your meeting settings and then click "Join Meeting."

How to join a Webex meeting using a web browser

You don't need to install or use the desktop app. If you prefer, you can take the meeting entirely from your internet browser.

1. Open the meeting invitation in your email app and click "Join."

2. Rather than installing the desktop app, click "Join from your browser."

If you don't want to use the desktop app, just click the option to join from your browser.
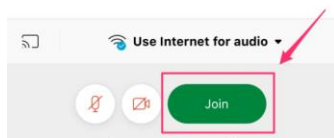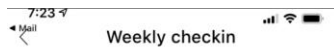
Dave Johnson/Business Insider

3. On the Webex meeting window, configure the audio and video for the meeting. You can choose whether to use your computer's audio, dial in with your phone, or even enter your phone number and have Webex call you to establish the audio for the meeting.

4. You can also show or hide video, and choose if you want to start the call with audio or mute your microphone.

5. When you're ready, click "Join Meeting."

How to join a Webex meeting using a mobile app

You can join a Webex meeting from your iPhone, iPad, or Android device. Before you get started, install the [Webex app for iOS](#) or the [Webex app for Android](#).

1. Open the meeting invitation in your email app and click "Join." The Webex app will start automatically.

2. In the Webex app, choose to show or hide your video and whether you want to start the meeting with the audio muted.

3. When you're ready, tap "Join."

The mobile app makes it easy to join a Webex meeting while away from your PC.

Dave Johnson/Business Insider