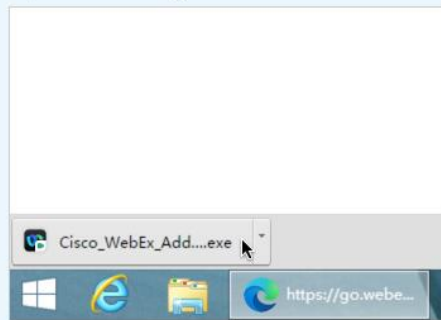# How to join a Webex meeting using a web browser

To make sure you are set up in time for the start of the meeting, we recommend that you start your login 15 minutes prior to the start of your meeting.

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 from the URL link that you have been provided in the RSVP Confirmation Email you received, or you can find it at https://shbp.georgia.gov/enrollment/retiree-option-change-period
2. Enter your name and email address.
3. Click "Join Now"
4. Rather than downloading the add-on, click "run a temporary application."

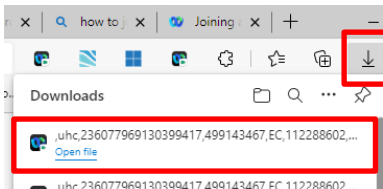**5.** Click the arrow in the upper-right corner of the browser window, then click on the downloaded .EXE file:

6. When you're ready, click "Join Event."

7. Once you join the event, you will automatically be connected to the meeting. Follow the instructions on your screen for the audio portion of the meeting. The audio sound will be from your phone and the computer will show the presentation.

Troubleshooting

If you are having difficulties joining an event, you can contact Cisco Webex online support at
https://help.webex.com/

The event number and passcodes should automatically populate from the link. If for some reason they do not automatically populate the event details are as follows:

Online Meeting 10/3/2022 10:00am ET

Event address for attendees: https://uhc.webex.com/uhc/onstage/g.php?MTID=e71b84cc33f379a39317d9cf80cf53e0e

Online Event number: 2691 024 0328
Online Event password: 2023Meeting!
Audio dial-in: 844-867-6169
Audio access code: 516763

Online Meeting 10/11/2022 9:30am ET

Event address for attendees:https://uhc.webex.com/uhc/onstage/g.php?MTID=e3a1cf77c33938bda6ceb15a45b76839e

Online Event number: 2692 550 8150
Online Event password: 2023Meeting!
Audio dial-in: 877-336-4440
Audio access code: 2159569

If you are unable to attend a meeting, you will be able to view the 2023 ROCP Education Presentation at https://shbp.georgia.gov/enrollment/retiree-option-change-period