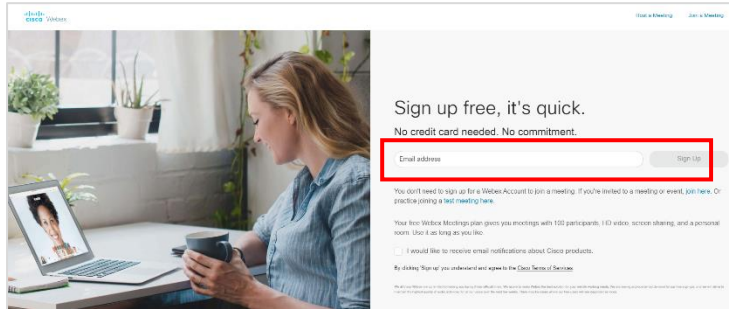


# WebEx Meetings

## How to sign up for a free account?

### STEP 1:

Go to <https://cart.webex.com/sign-up> and enter your email address.



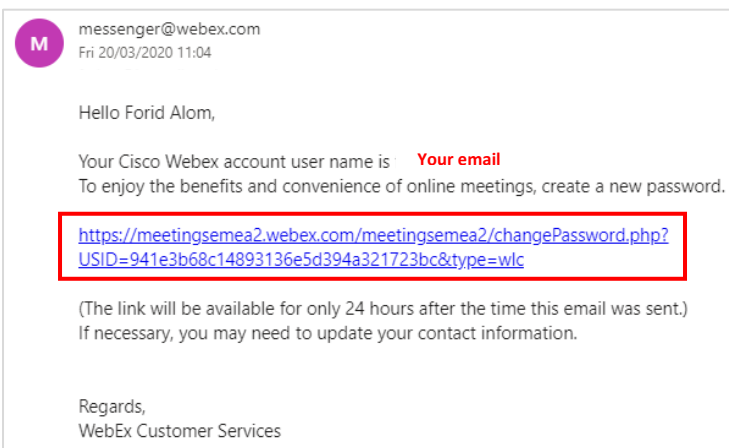
### STEP 2:

Enter your first name and last name.

### STEP 3:

Your new account is ready. You will receive an email from [Messenger@webex.com](mailto:Messenger@webex.com) with details on how to log into your account.

Click on the link within the email.

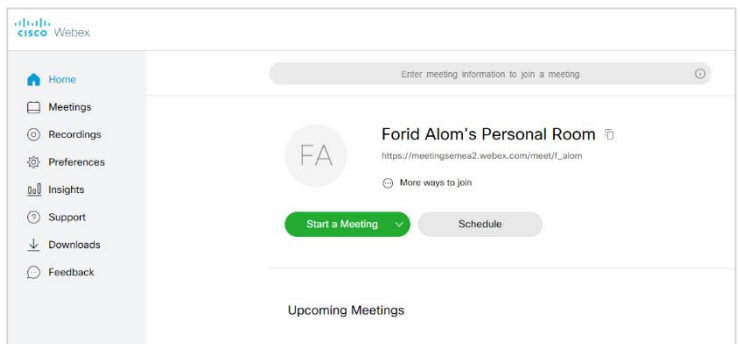


### STEP 4:

Create a password for your account. Ensure you meet the "must contain" criteria.

### STEP 5:

Your free account has now been created and ready to go. You can hold unlimited meetings with up to 100 participants for the next 90 days.



### STEP 6:

For information on how to use WebEx including setting up or joining meetings, have a look at link below:

<https://www.webex.com/business-continuity/business-continuity-end-user.html>