

# **TinyURL.com/misdwebex**

**Purpose:** This doc covers how to access, log into and enable the ability to share your computer screen in Webex on a MacBook.

**Note:** Some of the screenshots below may be different from what you see on your computer but they should be similar.

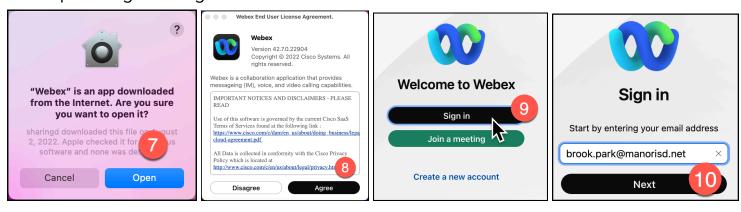
Point of Contact: Brook.Park

**Tech Tip:** Restarting your computer can solve many issues.

### Press Command + Space > Type Webex > Click on Webex



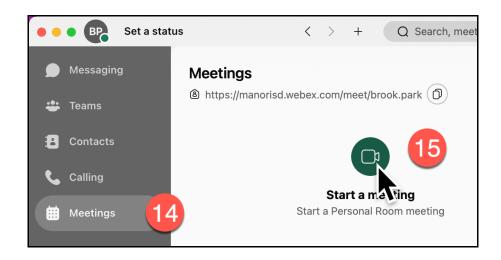
## Click Open > Agree > Sign in > Enter Email > Next >



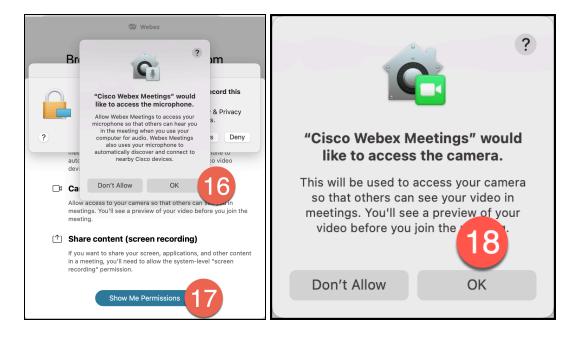
# Enter Email > Next > Enter Password > Sign in > Check box > Yes



# On the Left Side Click Meetings > Start a meeting



Press Ok, Yes, or Allow for all the pop-ups > Show Me Permissions > Ok



#### Start Meeting > Share



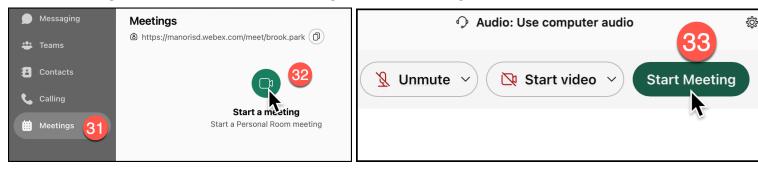
### Open System Preferences > Press Red X (End Meeting)



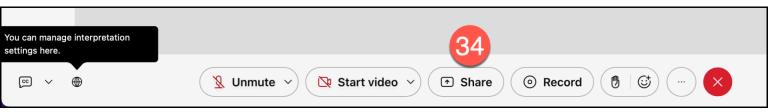


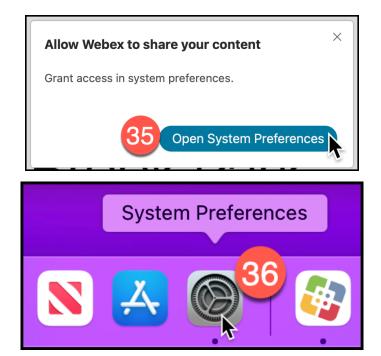


### In the Meetings Tab Press Start a meeting > Start Meeting



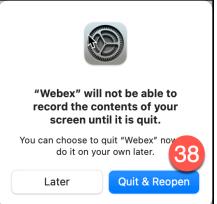
#### Share Screen > Open System Preferences > System Preferences icon on the lower right



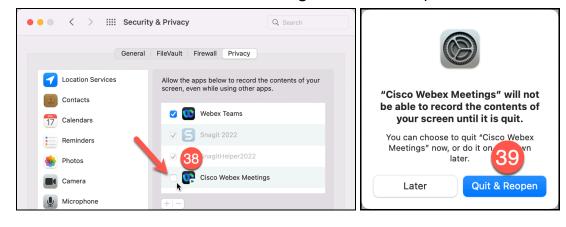


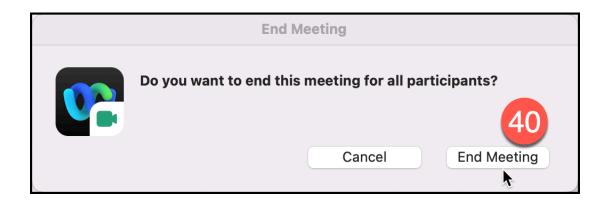
#### Check the box to the left of Webex > Quit & Reopen



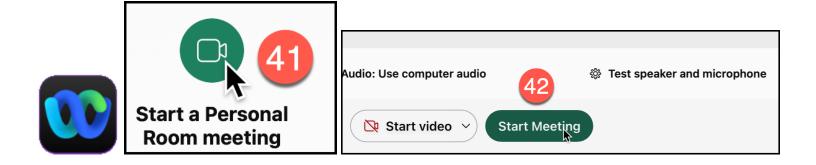


#### Check the box to the left of Cisco Webex Meetings > Quit & Reopen > End Meeting

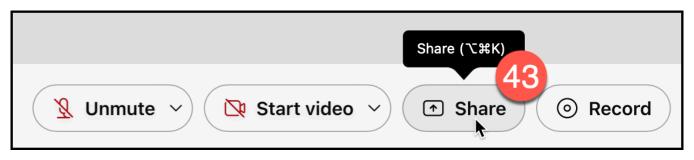




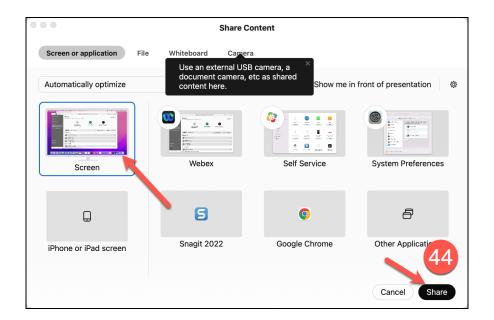
### Open Webex > Start a Personal Meeting > Start Meeting



#### Click Share



Select a Screen > Share



### Explore > Stop Sharing > End Meeting

