

**WebEx Is Here! What does it offer?**

 **WebEx Meeting Center with Collaboration Meeting Rooms**

Work with a compact interactive group (up to 50 maximum) anywhere in the world (as long as there’s an internet connection!) to collaborate on a task at hand to get quick decisions and finalization of projects in real time, with the ability to share anything you would share in a face-to-face meeting, including participant control over presentation for more free-flowing collaboration!

 **WebEx Event Center**

Present to a large group of less actively participating attendees (up to 500 maximum), focusing on getting information delivered, while your panelists monitor participant attentiveness and assist in engaging attendees with multiple tools and assessments, including Q&A, chat, polling, and recording the event to share with those absent.

 **WebEx Training Center**

Use a rich offering of tools to teach, give & receive feedback, assess knowledge base on multiple levels, such as breakout sessions, polling, and actual testing features you can prepare ahead of time. Also use recording to reach those that couldn’t make the scheduled training!

 **WebEx Support Center**

Receive and/or provide (depending upon permissions) remote support in the WebEx environment to solve end user problems in any field immediately!

• Easy and instantaneous sharing of ideas • Simulates traditional meetings, while making connections outside usual location constraints • Web-based application can be used with any internet-connected device – phone, iPad, tablets, laptops, PCs • Share desktops, applications, documents, anything, just as if you were meeting in person! • HD video & integrated voice communication • Secure online meetings •

When would I use WebEx?

* **Have a document that needs to be vetted by several SMEs on your team before it can be finalized? And your boss needs it this afternoon? Oh, and your team members are scattered across the region?** Hop into WebEx, pull your team together in your personal Collaborative Meeting Room with interactive audio and video while sharing the document with everyone, wherever they are with internet connection on mobile phones, tablets, and laptops, and get that document finalized for your boss before lunch. Problem solved!



* **Need to get 100 people scattered across districts up to speed on a new process for submitting technical plans to the State?** Schedule a WebEx event, inviting all of the people to attend to watch and hear your presentation, ask questions about the items you cover, and most importantly get answers to those questions in real time. Record the session and post the video so those unable to attend can review the information at their leisure, but before the State’s deadline, of course. Done and done!



* **Need to discuss upcoming changes to business protocols in schools and make sure that the new protocols are understood?** Schedule a WebEx meeting with key people who can share the information across districts. Prepare poll questions to check intermittently for understanding and enlist panelists to manage the polling and Q&A panels so learning is taking place on several levels at once, at the same time you are sharing your knowledge base.



**Do you think you could use WebEx tools to enhance your productivity in your day-to-day tasks? Ask your manager about approving a WebEx account for you!**