



# Webex Online Meeting

## GUIDELINE

Audio and video **quality may vary and depends on** your **device specification and network level**. Refer to the minimum online Webex meeting requirements.

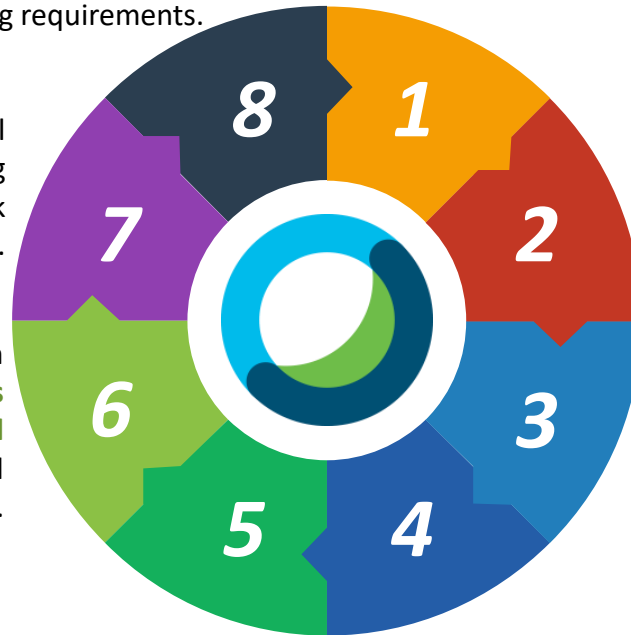
**Join Meeting** through email invitation via your official email or a shared Meeting Room link.

**Do not panic** if you are facing line/ technical disruption. You just need to **end** the meeting **and rejoin the online meeting** using the link as in number 1.

Open **Chat Panel** to have a conversation within the meeting. Use it to **express your views** or troubleshoot your **technical problem**. Secretariat/ technical member will assist you.

Only **one person speaks at a time**.

Turn on microphone (unmute) and **speak when your turn is called** @ when necessary.



Register **using** your **real name** to allow other member to identify you.

**Turn off microphone** when entering the 'Meeting Room'.



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# Technical Info

Reference and guidance

## Minimum System Requirement



1. Intel Dual-Core CPU 2.XX GHz or AMD processor (4 GB of RAM recommended)
2. JavaScript and cookies enabled on browsers
3. Java isn't required for Mozilla Firefox and Google Chrome users



1. Intel CPU-based (4 GB of RAM recommended)
2. JavaScript and cookies enabled on browsers
3. Oracle Java 6 to Oracle Java 8



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## Bandwidth Consumption

**Maximum bandwidth consumption of Sending and Receiving Video:**

No	Video Quality	Receive	Send
1	High Definition Video	2.5 Mbps	3.0 Mbps
2	High Quality Video	1.0 Mbps	1.5 Mbps
3	Standard Quality Video	0.5 Mbps	0.5 Mbps

**The actual bandwidth requirements and utilization will vary based on multiple factors, including**

1. The make and model of the web camera used.
2. The resolution setting of the camera.
3. The frames per second (FPS) setting.
4. How many cameras are activated in the meeting.
5. How many active cameras are on the same network.
6. How many users are actively utilizing the network.
7. The bandwidth utilization of other meeting activities, such as screen or desktop sharing, Voice over IP (VOIP), etc.
8. Whether or not the PC in question is transmitting video, or only receiving.