

# Tips for an awesome day with Webex:

Here's some things to keep in mind when you join class virtually, meet with a group project team, or catch up with your teacher over video.

**1. Make a list** of questions you want to cover while you talk on video, so nothing is forgotten.

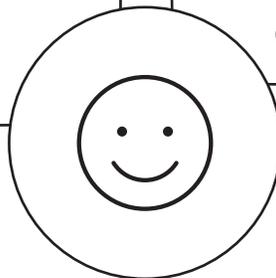


**3. Be prepared** with somewhere to **capture notes** in your session.

**5. Use your ear buds** if in a noisy place to not disturb everyone else and for some privacy.



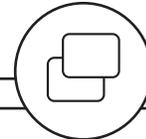
**7. Be mindful** of what people can see in your background.



**2. If you want to share documents** in the session make sure you know where they are, and they're in easy reach.



**4. If you intend to share your screen** during your meeting, just **share your application** so nothing else is seen.



**6. Mute yourself** when you aren't participating.

**8. Smile!** You're on video, let people see your expressions.