

# Cisco Webex

Cisco Webex is used at Jade University as a universal software client for telephony, meetings and messages. This combines the functions of Cisco Jabber, Cisco Webex Meetings and Cisco Webex Teams in one software/app. Information and instructions on how to use Webex can be found in the [HRZ-Wiki](#).

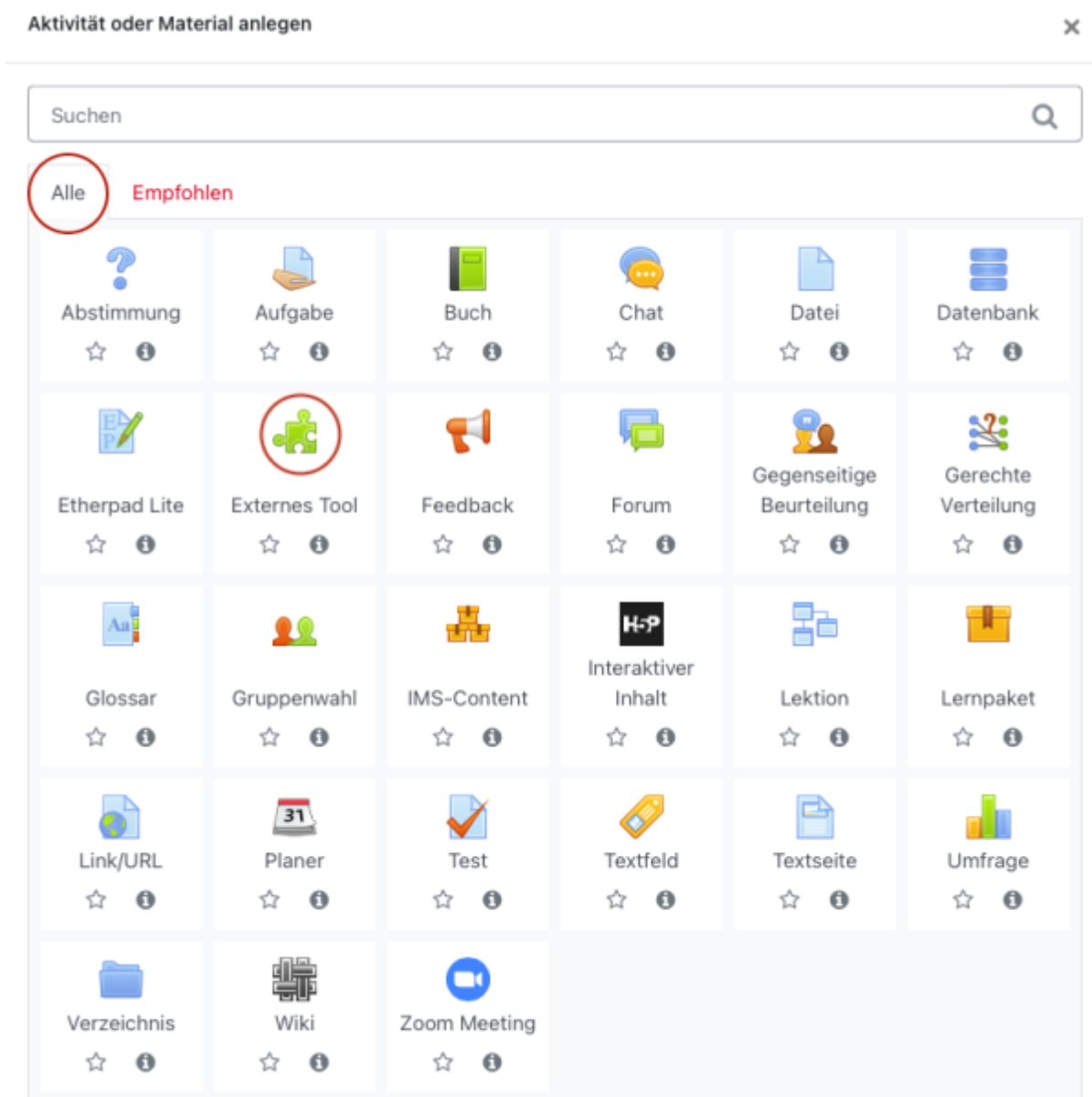
## Include Webex meeting in moodle course

You can integrate Webex meetings into your moodle course using the activity „**External Tool**“.

To do this you need to integrate the Webex Education Connector into the desired course.

**Instructions 1.** Turn on editing

**2. in the desired course section** „Create activity or material“.



**tab „All“ > select External Tool**

**3. in the**

**4. name the activity:** Assign name

**5. pre-configured tool:** Click on drop-down selection and select „Cisco Webex“ \

Externes Tool zu 'Webkonferenzen' hinzufügen

Allgemeines

Name der Aktivität

Mehr anzeigen ...

Vorkonfiguriertes Tool

✓ Automatisch, basierend auf der Tool-URL + ×

Cisco Webex

Inhalt auswählen

Tool-URL

\* Under

Privacy check all boxes. \* **Do not change all** other items \ **6. click on** „Save and go to course“. **7. in the course overview, click on the activity you have just created. If the system has not yet recognised you as a user, you must log in once via SSO in the next step (university access data). Now the setup appears:**



Choose your features

Apply

Select the features you would like to be visible to yourself and the other students of this course.

- Classroom Collaboration
- Virtual Meetings
- Office Hours

In the

Choose your features **area, place a tick next to Virtual Meetings and click Apply. 8. In the following window, select „New Meeting“:**

\* Session Type: **Meeting** Recurrence: **select non-repeating date/daily/weekly/monthly, then select day and time from the calendar \. 9. finish with > „Done\*\* > Create Meeting**

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