

HOW TO JOIN THE MEETING

In light of the current situation, we will hold a virtual Medicare Advantage Coverage Conversations. Please use these helpful instructions for joining our meeting through the WebEX.

Two Ways to Join the Meeting

- 1. Using a desktop or laptop computer
- 2. Using your smartphone or tablet

WEBEX MEETING INFORMATION

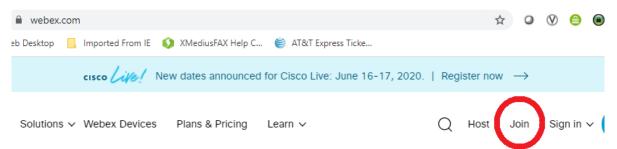
When it's time, join your Webex meeting using the below:

Join By Phone: +1-415-655-0002 Join From Computer: WebEx.com WebEx Meeting Number (access code):

<145 189 4732 > **Password:** macafe

Option 1: Joining Meeting from Your Computer

- 1. Go to WebEx.com
- 2. In upper right corner, select Join

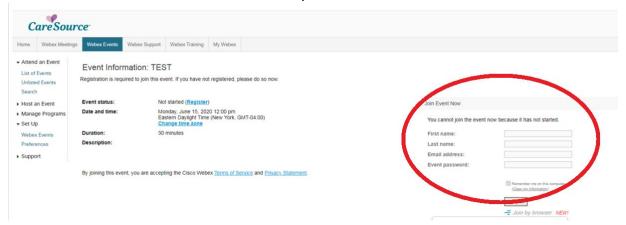


3. In the space for *Enter the Meeting information*, insert in the meeting number found in the outline box above.

Join a Meeting o

Enter the meeting information

4. Under the Join Event Now, insert in the required information then select Join Now



- 5. The WebEx will launch the meeting. Select *yes* if your computer asks you to install any plugins from Cisco WebEx.
- 6. Your meeting will start from here. Enjoy!

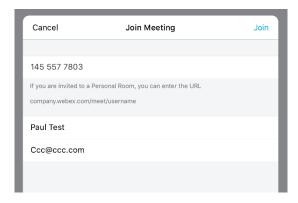
Option 2: Join Using a Smartphone or Tablet

Must have WebEx app. Available in iTunes App Store.

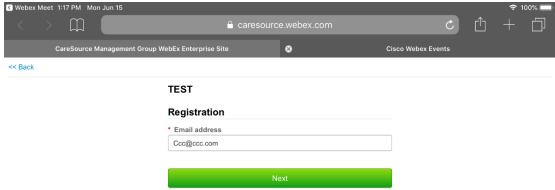
- 1. Install WebEx App from the iTunes App Store. Once downloaded, launch WebEX App.
- 2. After WebEx app is running, press *Join Meeting*.
- 3.



4. Insert Meeting Number found in the outline box above, your Name and your email.



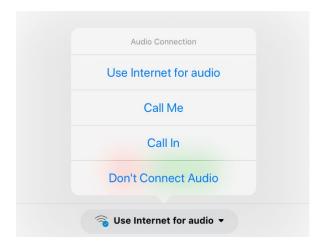
5. The app will automatically open the Safari Program and ask for your registration email. Use the same email entered above.



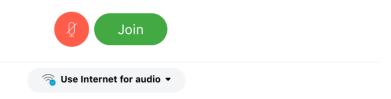
6. You will be prompted to Open this page in WebEx Meet. Select Open.



- 7. Your WebEx will then launch. Select your audio connection at the bottom of the window.
 - a. For the Audio connection there are 4 choices:
 - i. Use Internet for Audio: Select if you would like the meeting audio on your phone.
 - ii. Call Me: Select if you would like WebEx to call you. Provide a call back number (Your cell, or home phone). Answer and follow audible prompts.
 - iii. Call In: This will provide a call in number and list of codes to dial. Follow on screen instructions to connect separately.
 - iv. Don't Connect Audio No Audio for the call. DO NOT USE.
 - b. Your Phone may ask for permission to access the devices Microphone and camera. Accept these.



8. Once you have chosen your audio connection, select the green *Join* Button.



9. Your meeting will start from here. Enjoy!

Please call **1-844-679-7867**, **TTY: 1-800-750-0750 or 711** or email us at **MAcaremanagement@CareSource.com** if you have any questions about the Virtual Medicare Advantage Coverage Conversations meeting.

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