



Webex for UP Users

**How to Log-in
using Desktop App
v1.0**

DOWNLOAD THE WEBEX DESKTOP APP

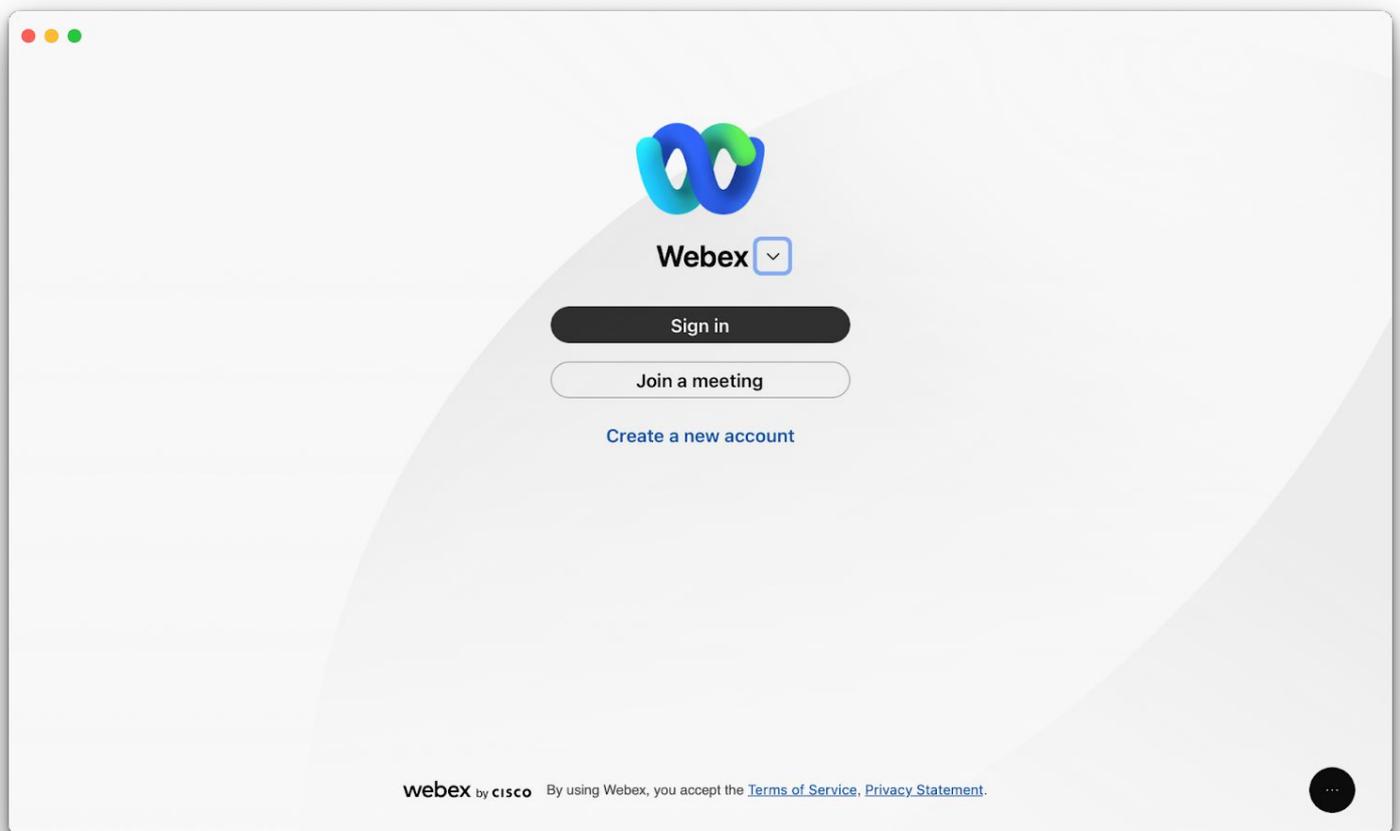
1. Go to <https://www.webex.com/downloads.html> to download and install the Webex app applicable for your computer and operating system.

The screenshot shows the Webex website's download page. At the top, there is a navigation bar with the Webex logo (by Cisco) and links for Products, Devices, Solutions, Resources, Plans & Pricing, Download, Join a Meeting, Sign In, and a Sign Up button. The main heading is "Download Webex". Below this, there are two green buttons: "For macOS (Intel chip)" and "For macOS (Apple silicon chips)". A note below these buttons states "Requires macOS 10.13 or later. [Learn more](#)".

The section titled "Download mobile app" includes the text "Available on app store, google play and Microsoft app store". To the right, there is a QR code with the instruction "Scan QR code to download mobile app". Below the QR code are five buttons for downloading the app: "Download on the App Store", "GET IT ON Google Play", "Webex Meetings App for Android", "Webex App for Android", and "Get it from Microsoft".

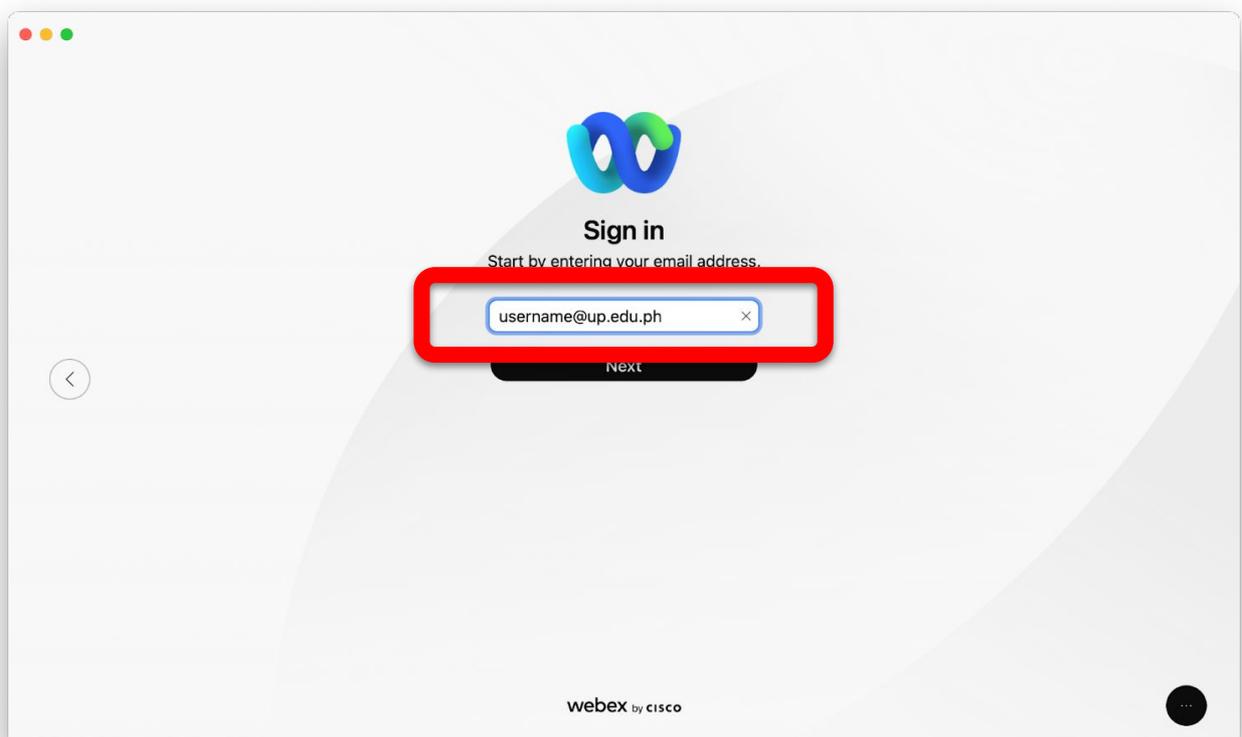
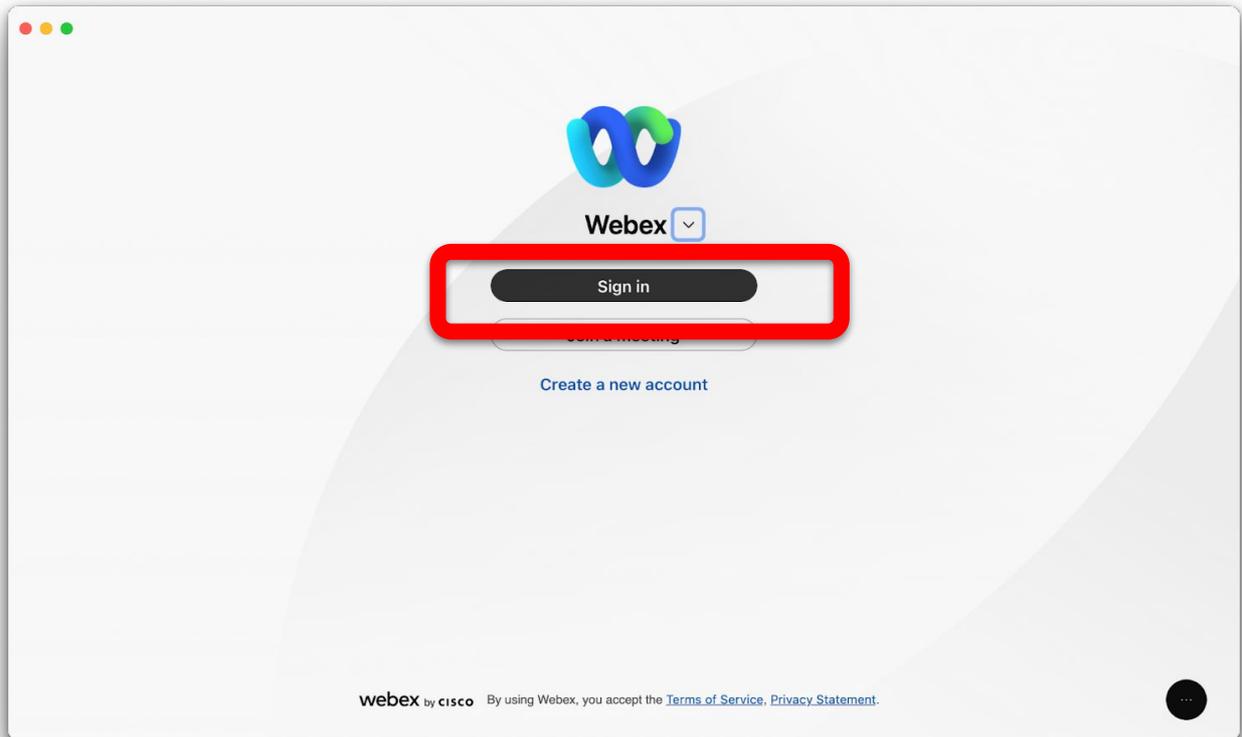
HOW TO LOG IN TO WEBEX DESKTOP APP

1. Open the Webex desktop app.



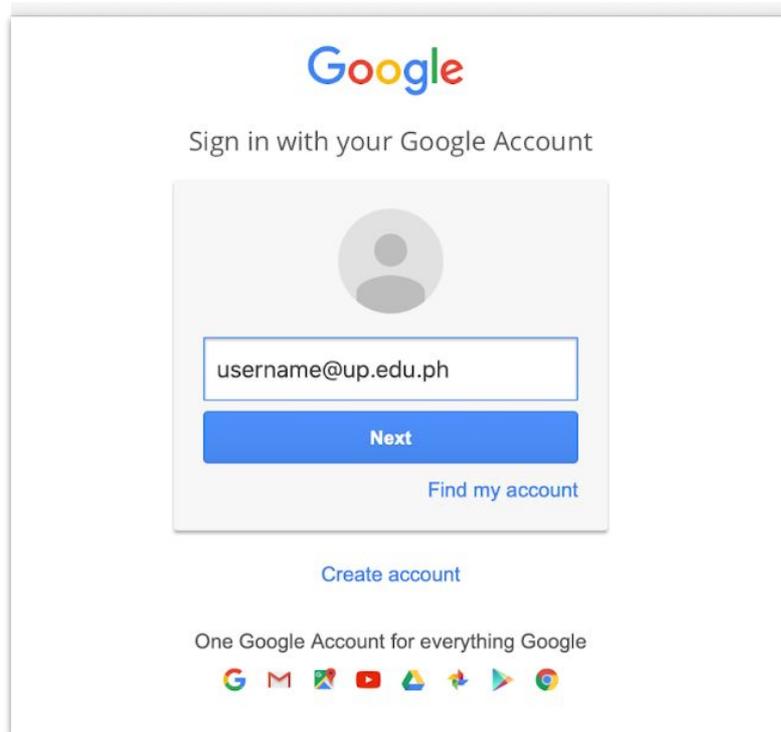
HOW TO LOG IN TO WEBEX DESKTOP APP

2. Click the “Sign in” button and enter your UP Mail (@up.edu.ph) email address.



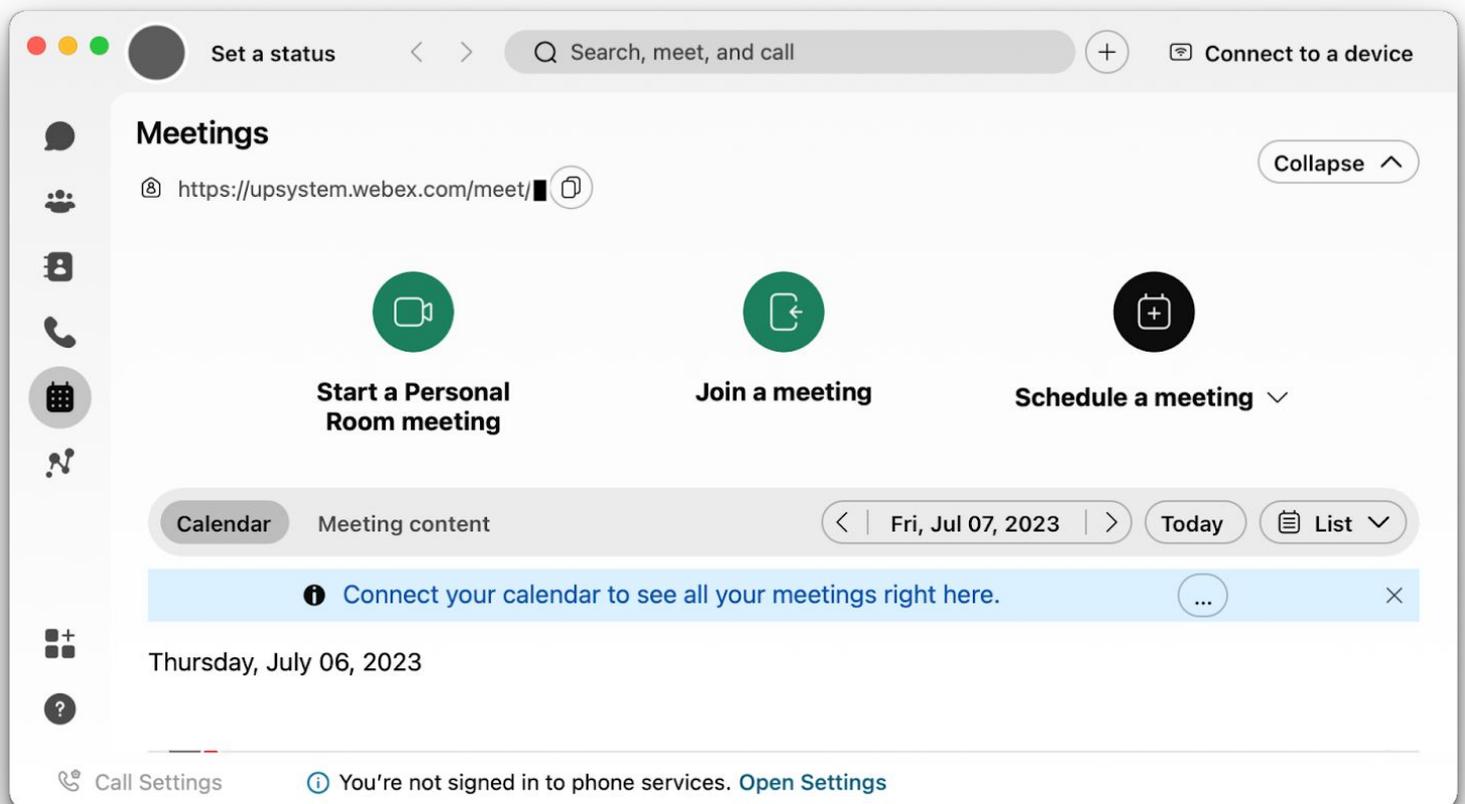
HOW TO LOG IN TO WEBEX DESKTOP APP

3. A Google Mail sign-in page will appear inside the Webex desktop app. Log in using your **UP Mail (@up.edu.ph)** account.



HOW TO LOG IN TO WEBEX DESKTOP APP

4. Congratulations! You are now signed in to Cisco Webex for UP via desktop app.



To test your computer or device, please visit: <https://www.webex.com/test-meeting.html>

Technical Support

For technical support, please contact us at the
UP System ICT Support at:

<https://ictsupport.up.edu.ph/>



This document was prepared by the Office of the Vice President for
Development-Information Technology Development Center (OVPD-ITDC).

