### **United Nations Language and Communications Programme**

## **WebEX Practice Sessions**

Attend mini lessons and practice using WebEX either as a student or presenter.

# This is an opportunity to learn more about WebEX.

Like 'drop in office hours', you can enter one or more sessions and ask questions and practice anything you wish.



UN Photo/JC Mcllwaine

## The English Language Programme

offers you the opportunity to become more comfortable using WebEX.

#### Course Objectives:

- Learn about specific features of WebEX – by attending any of a series of 'mini lessons' during the first 30 minutes of each WebEX session. See schedule here: <u>http://bit.ly/help4webex</u>
- Ask questions you have.
- Practice in WebEX anything you wish.

#### Accessing this course

After you register and are enrolled in this course, you will receive a link to a document with the following information:

- Instructions for entering a WebEX session.
- A link to the next WebEX session in the series.
- A schedule of 'mini lessons' that will take place during the first 30 minutes of each WebEX session.

#### Target Audience:

Anyone who will present within or attend a course or meeting via WebEX.

Note: To attend this course via WebEx, you'll need access to a computer with internet connection and a working headset.

#### **Duration**:

Eight weeks of two WebEX session options per week.

You can attend just one (or part of one) WebEX session, or as many as you like.

#### Course Schedule:

LMS-2434-3 11 Sep – 2 Nov 2017 Two options per week

- Mondays 6-7:30am
- Thursdays 9-10:30am (New York Time)

#### Eligibility:

Anyone participating in another course or meeting via WebEX for the UN.

#### To Register:

- <u>UN Staff</u>: Use your staff Inspira
  - account: inspira.un.org
- Other eligible students: Register via Elearning: elearning.un.org
- Go to Main Menu (Self Service) – My Learning
- 2. Type 2434 in the "Keyword" box

#### Contact:

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