



CLIMATEUROPE WEBINAR SERIES

ClimatEurope is a Europe-wide network for researchers, suppliers and users of climate information. It is a place to share best practices, gaps and recommendations and discover the state of the art about climate observations, modelling and services.

The **ClimatEurope webinar series** are organised once every month. In each webinar, there will be two talks by invited speakers followed by a discussion centred in two main questions of interest for the climate services and climate research community.

Join the webinars to get the latest information on the state-of-the-art in the field of climate modelling and services and help to give direction to future climate research. If you want to receive information of the coming webinars please visit ClimatEurope website or join our network.

www.climateurope.eu info@climateurope.eu @climateurope

PARTICIPANTS – HOW TO CONNECT TO WEBEX

The Webex system requires Windows or Mac operating systems. It is only compatible with some Linux distributions (check <u>WebEx System requirements</u> if you want to connect from Linux). You can also access the webinars through smartphones and tablets by downloading the WebEx Mobile App (Android and iOS). A Dial-in option will also be provided.

To connect through your computer:

 Go to <u>https://www.webex.com/</u> and click on Join and add the Meeting Number (note that a different number will be provided for each WEBEX invitation), your name and email address:



Join by Number

Meeting Number:	
236 726 683	
Your Name:	
Isadora Jiménez	
Email Address:	
isadora.jimenez@bsc.es	







2. Once you are in the meeting space, click in the "Call using computer" icon.



3. Once you are fully connected a symbol of headphones (Ω) will appear next to your name in the Participants window. Besides your name you will also find the options to

switch on/off your video (
) and mute/unmute your microphone. Participants are encouraged to switch off their video during the webinar and to mute their microphone when they are not going to add any comment.







PARTICIPANTS – Q&A AND THE CHAT WINDOW

During the presentations, all participants will be able formulate questions. They are encouraged to directly write the question down in the Chat window. After the talk, the organizer will read the questions aloud or, if the number of attendants is not too big, will ask the participants to formulate the question themselves.

 Chat 		×
Send to:	Everyone	
This is an	example of a Question sent to EVERYONE during the presentation	Send
		Send a chat message.
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Send to:	Everyone	•
		Send

PARTICIPANTS – HOW TO DISCONNECT FROM WEBEX

As an attendee you can leave and return to meetings at any time before it ends. To leave a webex meeting, go to "File" ant then click on "Leave meeting". Note that ony a host can end a meeting.

File	Edit Share		
Open a	and Share Ctril+0		
Open P	Poll Questions		
Open C	Chat		
Close	Ctrl+V		
Save	1		
Save A	is I	Leave Meeting	
Save A	11	Do you want to leave this meeting?	
Transfe	er Ctrl+Shift+		
Print	J	—	
Send T	ranscript	Cancel Leave Meeting	
Leave I	Meeting		