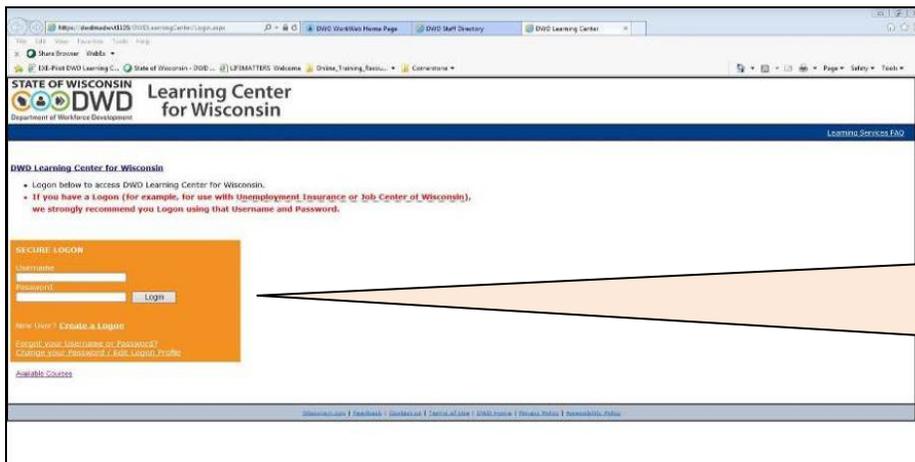


Joining Friday Friday Fundamentals with WebEx in Learning Center for Wisconsin

Please be sure to locate headphones or speakers for listening in advance of the training time. If you do not have access to speakers or headphones, use your phone to call in. Instructions for calling in using your phone are also included in the instructions below.

Send Technical Support questions to: Cornerstone@dwd.wisconsin.gov

Step 1: Go to <http://dwdlearningcenter.wi.gov>



Use your existing Username and Password from:

- JobCenterOfWisconsin.com
- Unemployment Insurance (UI)

If you are a New User, you will need to create your logon credentials

Step 2. Go to your Transcript

Under the "Learning" tab click on "View your Transcript"



Step 3. Launch Friday Fundamentals Transcript

Click on "Launch" in the options dropdown menu

0 HRS
AGGREGATE TRAINING COMPLETED

FISCAL YEAR ENDING 6/30/2016 COST \$0.00

Active ▾ By Title ▾ All Types ▾ Search for training 🔍

Search Results (3)

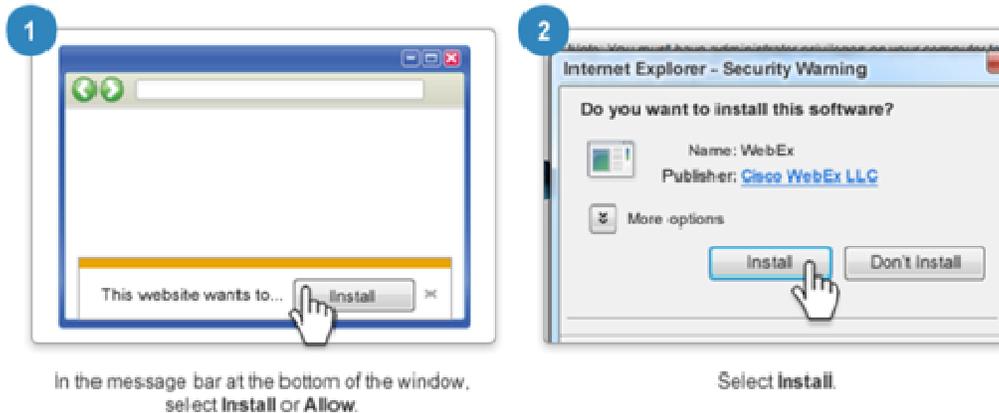
 **Friday Fundamentals(Starts 6/19/2015)**
Due: No Due Date Status: Registered

 **Launch** ▾

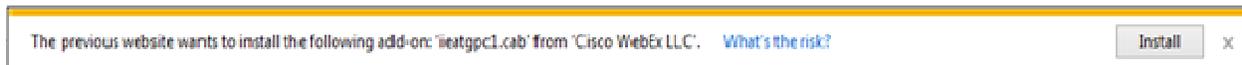
Step 4. Install for WebEX

Click on "Install" to run the WebEx file.

Install Cisco WebEx Meetings



Still having trouble? [Run a temporary application](#) to join this meeting immediately or [view more joining options](#).



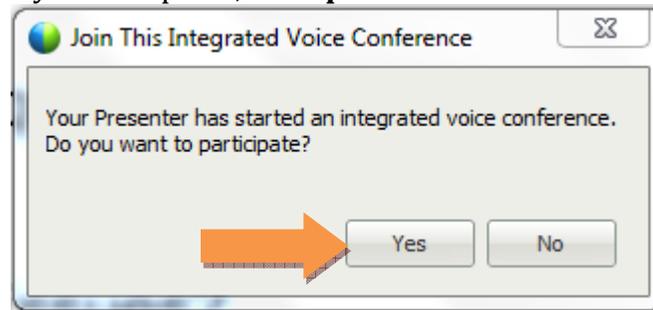
Step 5. Run File for WebEx Training Session

Click on "Run" to run the WebEx file. Click on "Yes" if you are prompted with a security warning.



Step 6. Connect to Audio

Please use your computer to call in by clicking on "Yes". If you do not have speakers or headphones, you will need to call in using your telephone with **Option B**. Also, if you're **not** viewing the session on your computer, use **Option B** to call into the session.



Option B. Call Using Your Telephone

Dial the phone number provided below enter the access/guest passcode when prompted.



Phone Number: 1-720-279-0026
Access/Guest Code: 356441

Step 7. CHAT for Submitting Questions

Use the chat feature for submitting questions to the Presenter/Host. Select Host from the drop down menu, type your question in the box and click "Send". Use the icons above the chat feature to interact with the instructor. Raise your hand, answer yes or no to their questions, request to go over something again, or request to move on to the next topic!

