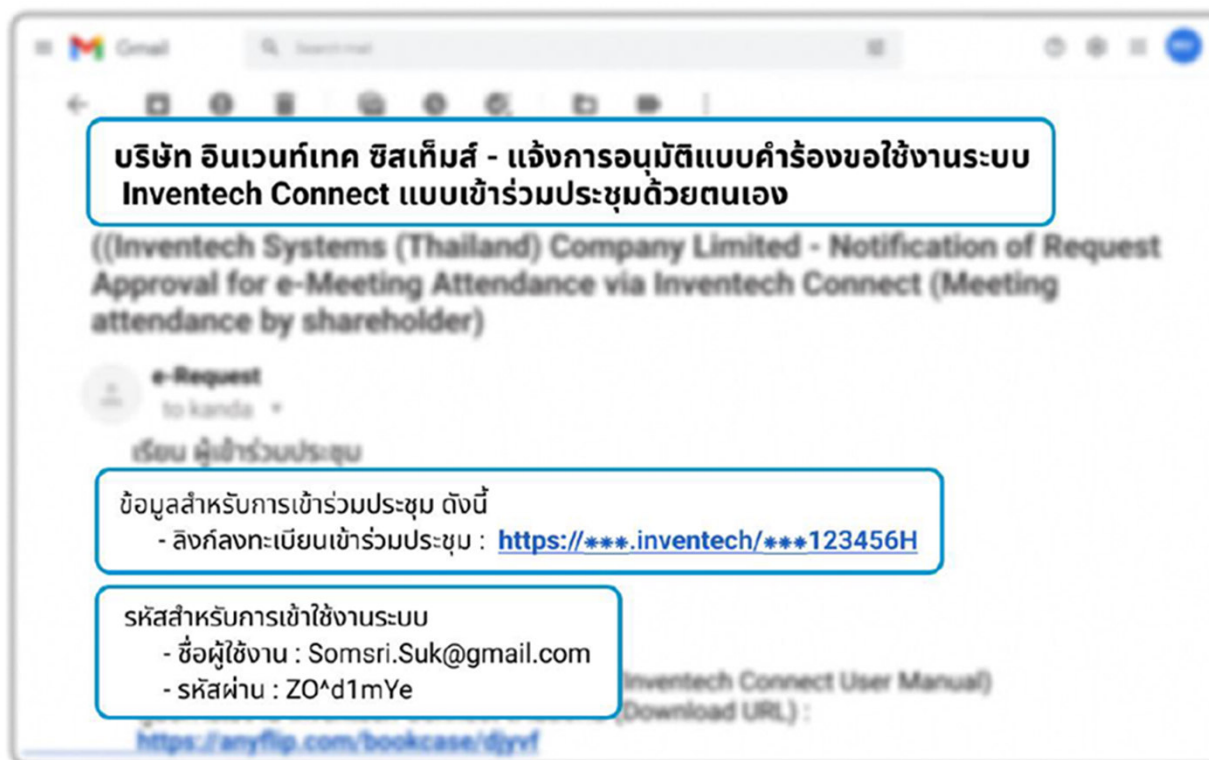# Installation Guide for Webex Meetings
& Registration for Meeting Attendance

For PC / Laptop

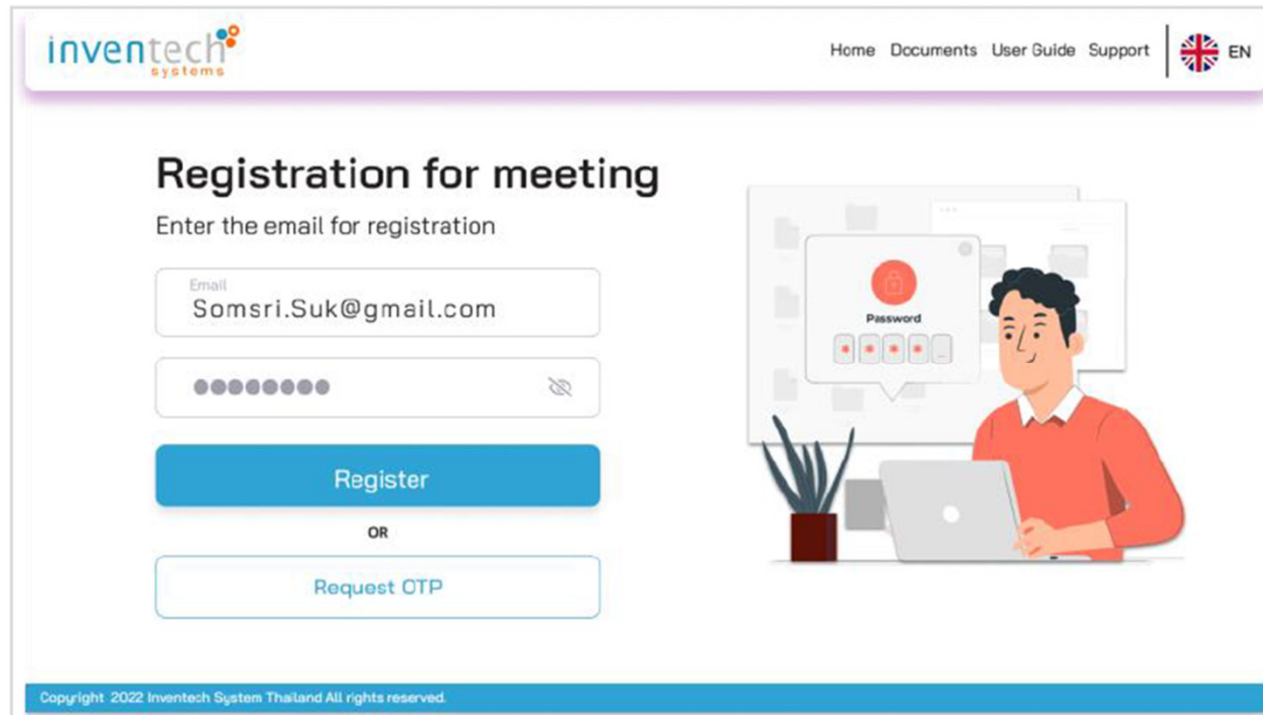# 1. Installation Guideline: Webex Meetings for PC / Laptop users

1.1 From your email, click the URL link to join the meeting.

1.2 Registration System (e-Register)

There are two options for registration:

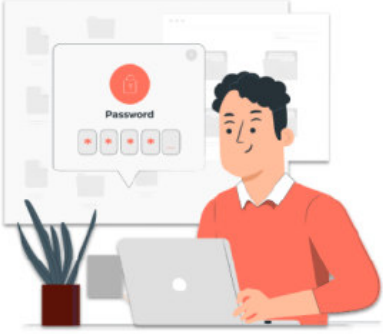1. Register with username (Email) and password.

2. Register with Username (Email) and One-Time Password (OTP):

    - Enter your mobile phone number and click "Request OTP".

    - Enter the obtained OTP and click "Register".

Registration for meeting

Enter the phone number for registration

091-2345678

Back   Request OTP

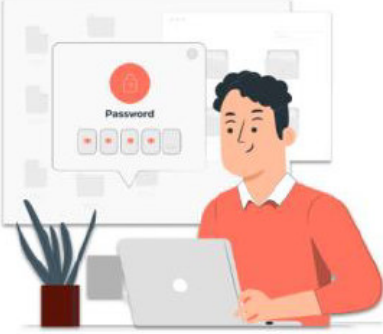**Verification**

Code sent to phone number 091-2345678

Reference code FGTHG

914562

Request OTP again in 01:56 minutes

Request OTP again

Back   Register

1.3 Registration Confirmation

- Verify the information and click "Join Attendance".

- After completing this step, the attendee will be counted as a quorum.

1.4 Registration for proxy or shareholder having more than 1 account

- Register all the remaining unregistered accounts (if any) before attending the meeting.

- If some accounts are not register, the system will show "Do you still have an unregistered account to attend the meeting?". To return to the registration page, click "Cancel" or "Confirm" to continue attending the meeting.

1.5 To join live broadcast of the meeting
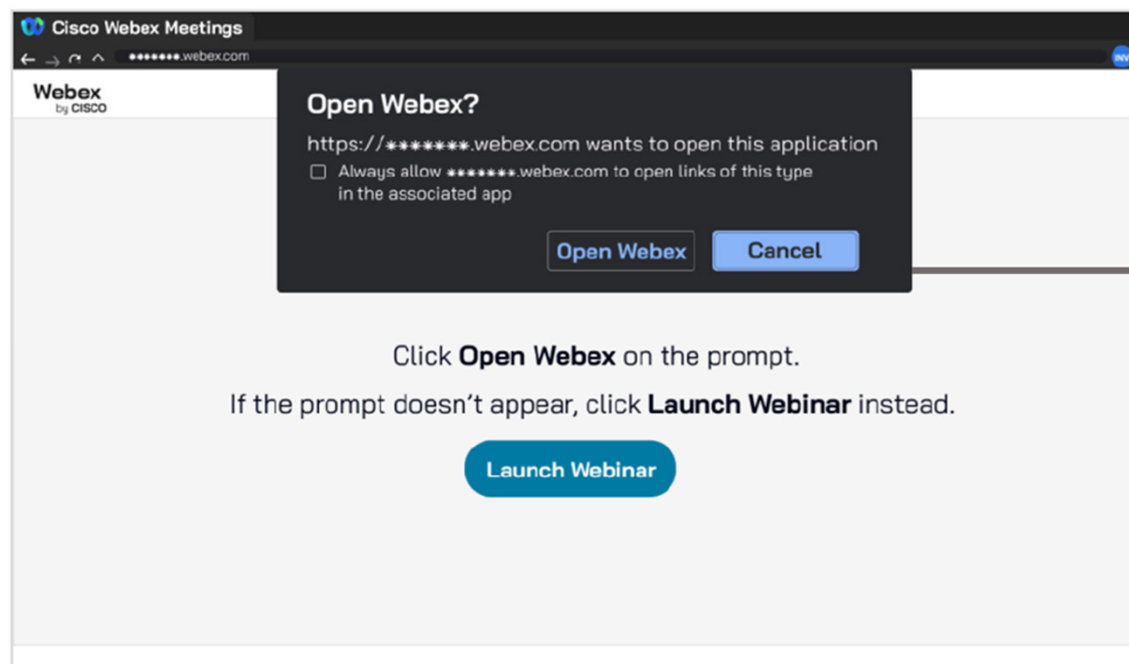
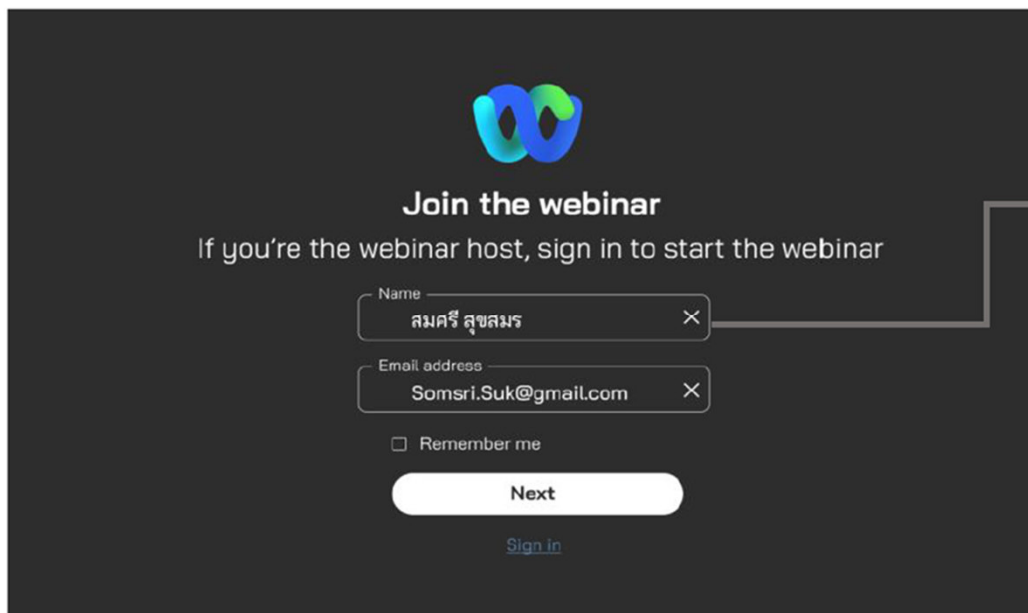1. Click "Open Webex" button displayed on the screen to enter the Webex Application.
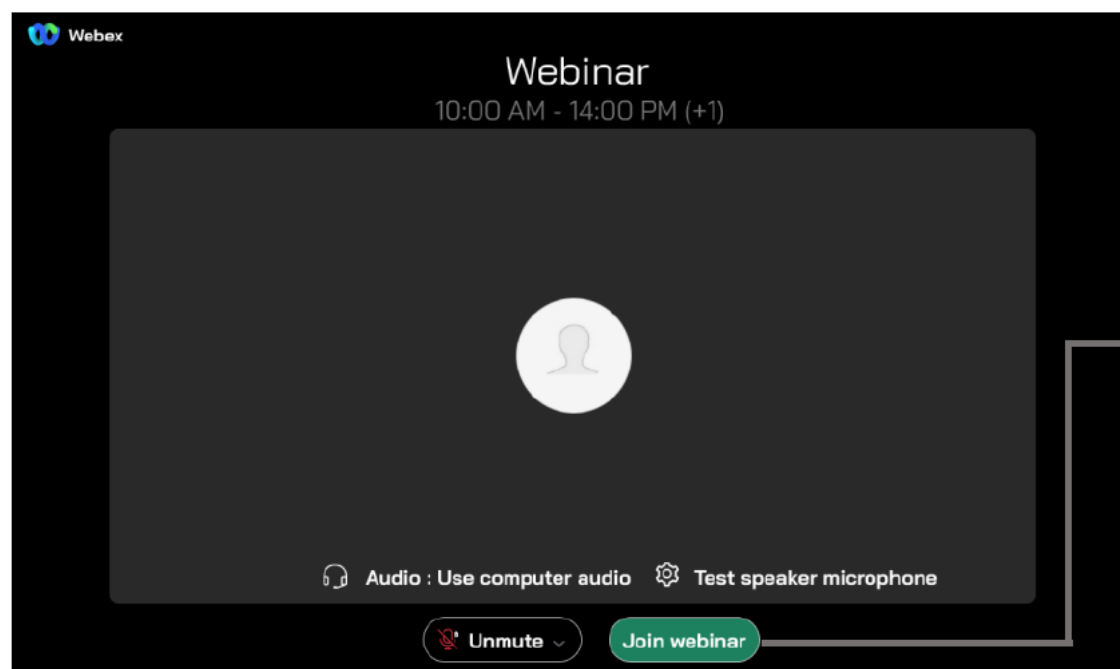
2. Meeting participants must specify their:

   - First name and last name in Thai.

   - Email address that match the registration

     then click 'Next" button.

3. Then click "Join Webinar" to watch live broadcast.

1.6 Terms of use: Recommended system and devices

The operations of Webex Meetings and Inventech Connect depend on the internet capability owned by shareholders or proxies, including devices and/or programs installed therein. The following devices and programs are recommended by our e-Meeting Service Provider:

1. Internet speed should be at least 4 Mbps.

2. PC / Laptop :

    - For the Windows operating system, it should be Windows 10 or above.

    - For the MAC, it should be OS X 10.13 or above.

Inventech Call Center
📞 02-931-9133
LINE@ @inventechconnect
📅 The system available during 27 March - 05 April 2023 at 08.30 a.m. – 05.30 p.m.   (Operating days only, excluding holidays and public holidays)

Report a problem

@inventechconnect