

About a week before class starts, you will receive a confirmation email from [APTC@uakron.edu](mailto:APTC@uakron.edu) (or a UA staff member) AND soon after, several emails from [Messenger@webex.com](mailto:Messenger@webex.com).

If you don't, please check your junk and clutter boxes, or your "Social" or "Promotions" folders (etc.)

**The first email will be an invitation to register. Please click on the link to register.**

**messenger** Invitation to training session: 921-Polymer Characterization - Hello La

**messenger@webex.com**  
Hello Mary Jones,

Laurel invites you to participate as an attendee in the following online training session:

Topic: 921-Polymer Characterization  
Host: Laurel  
Date: Thursday, July 2, 2020  
Time: 9:00 am, Eastern Daylight Time (New York, GMT-04:00)  
Session Number: Not Available  
Registration password: xyz123

To register for this training session

Go to <https://uakron.webex.com/uakron/k2/---xxxx---> and register.

**Once you are approved by the host**, you will receive a confirmation email with instructions for joining the session.

For assistance

You can contact Laurel at:  
[aptc@uakron.edu](mailto:aptc@uakron.edu)  
<https://www.webex.com>

**When you click on the link, enter your first and last name and an email. Hit "Register in bottom right corner."**

Register for 921-Polymer Characterization

Please provide the following information to register for this training session. You will receive an email confirmation of your registration.

Session Information	
Topic:	921-Polymer Characterization
Session status:	Not Started
Session dates:	Thursday, July 2, 2020
Starting time:	9:00 am, Eastern Daylight Time (New York, GMT-04:00)
Duration:	9 hours 30 minutes
Presenters:	Laurel Lohrey
Description:	Characterization by XPS, DSC, TGA...
Host's name:	Laurel Lohrey
Host's email:	llohrey@uakron.edu

Registration Information	
First name:	<input type="text" value="Mary"/> (Required)
Last name:	<input type="text" value="Jones"/> (Required)
Email address:	<input type="text" value="mj@uakron.edu"/> (Required)

**HIT REGISTER in bottom right corner**

Register

**You'll receive an initial confirmation window, and an email.**

Registration Pending 921-Polymer Characterization

Thank you for registering. Your registration information has been sent to the host. Once the host accepts your registration, you will receive a confirmation message by email with instructions for how to join the training session.

messenger

Your request is pending approval for the training session: 921-Polymer Characterization -

messenger@webex.com

Hello Mary Jones

Your request for the following training session is pending approval by Laurel Lohrey. You will receive more information once your request is reviewed.

Topic: 921-Polymer Characterization

Host: Laurel

Date: Thursday, July 2, 2020

Time: 9:00 am, Eastern Daylight Time (New York, GMT-04:00)

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For assistance

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You can contact Laurel at

[aptc@uakron.edu](mailto:aptc@uakron.edu)

**In a day or two, you will receive your Registration Email.**

*PLEASE add this invitation to your calendar \*\** – there's a link at the very bottom of the email to do so.

At the least, please save this registration email to a safe place, or flag it.

**On Event Day, click on the link to join.**

**\*\*Please click about 25 minutes before class starts, so you'll have time to address hardware/network issues. Class will start promptly.**

**[CLICK HERE for instructions on INSTALLING THE WEBEX APP](#)**

messenger

You are registered for the training session: 921-Polymer Characterization -

You are registered for the training session: 921-Polymer Characterization

[messenger@webex.com](mailto:messenger@webex.com)

Hello Mary Jones,

Your registration for the following training session is accepted:

Topic: 921-Polymer Characterization

Host: Laurel

Date: Thursday, July 2, 2020

Time: 9:00 am, Eastern Daylight Time (New York, GMT-04:00)

Registration ID: 678216

Session number: 120 217 7648

Session password: wpJPcE2e4m8

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**To join the training session**

1. Go to <https://uakron.webex.com/uakron/k2/j.php?MTID=te64273224bc40863ecbf771d6d1f9407>

2. Enter your name and email address (or registration ID).

3. Enter the session password: wpJPcE2e4m8

4. Click "Join Now".

5. Follow the instructions that appear on your screen.

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To join the session by phone only

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US TOLL:+1-415-xxx-xxxx

Access code: 120 217 xxxx

The University of Akron - APTS-Training Division

<https://www.uakron.edu/apts/training/online-course-requirements>

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For assistance  
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You can contact Laurel at:  
[aptc@uakron.edu](mailto:aptc@uakron.edu)

Can't join the training session?  
<https://collaborationhelp.cisco.com/article/qq8vzfb>

To add this session to your calendar program (for example Microsoft Outlook), click this link:  
<https://uakron.webex.com/uakron/k2/j.php?MTID=xxxxx etc xxx>

*For the best experience as a student, when it's time to join class, we encourage you to install the Webex extension to your browser.*

*(Do not try the "Webex web app", nor pick "Join by Browser".)*

*Webex will walk you through the steps. Very detailed instructions for all steps are [here](#).*

Finally:

Sometimes we need to make small changes to the Webex class details.

If you get a change message, verify the date and time, but otherwise, you can ignore it.

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<b>messenger</b>	<b>Training session changed: 921-Polymer Characterization - H</b>
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