# OWLLabs

**Hi, I'm the Meeting Owl!**
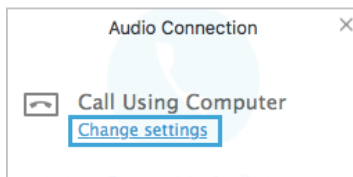Here's how to start your meeting in Cisco WebEx

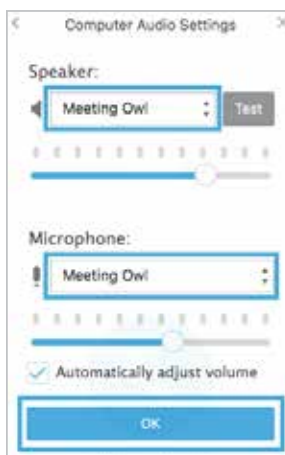## SETTING UP YOUR MEETING OWL IN CISCO WEBEX

1. Plug your Owl's USB cable into the base of the Owl, and into your computer.

2. Plug in your Owl's power adapter and wait until Owl's eyes stop pulsing.

3. Login to WebEx and select Start a Meeting, or follow your meeting's URL.

4. Select **Connect to Audio**.
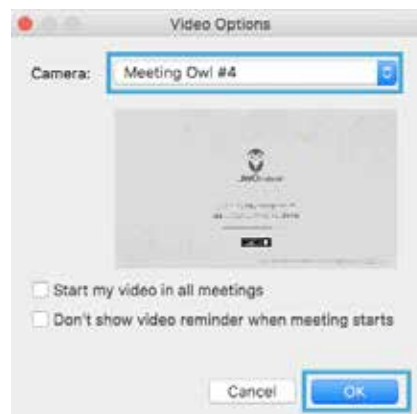


5. Select **Change settings**.



6. Select **Meeting Owl** as your Speaker and Microphone, and then select **OK**.



7. If participants aren't visible on the right, select **Participants** on the top right of your screen.



8. Once participants are visible, select the Settings (⚙) icon in the top right corner of your screen.

9. Select **Meeting Owl** as your Camera, and select **OK**.



10. Select the **Camera** icon next to your name to stream your video.



11. Start your meeting.