Reproductive Mental Health

Academic Rounds

Thursday, November 28, 2019
12:00-1:00pm

An Introduction to the Circle of Parenting Program

Speakers: Dr. Megan MacFadden, MD, FRCPC & Dr. Fulroop Sidhu, MD, FRCPC

Learning Objectives:

1. Brief review of attachment theory
2. Overview of Circle of Security
3. Clinical pearls to support secure attachment

Join via Webex

To register for the online event:

1. Go to https://tinyurl.com/w9o7rmt
2. Click "Register".
3. On the registration form, enter your information and then click "Submit".

Once the host approves your registration, you will receive a confirmation email message with instructions on how to join the event.

The Reproductive Mental Health Academic Rounds are a self-approved group learning activity (Section 1) as defined by the Maintenance of Certification program of the Royal College of Physicians and Surgeons of Canada.
Cisco Webex Troubleshooting: Audio Connection Issues

Problem
Upon joining a Webex Meeting or Event, you are required to select your audio connection. The dropdown list of audio sources is missing the device you want to use.

Possible Cause
Your computer’s playback devices (speakers) and recording devices (microphone) may not be properly configured.

Possible Solution
Change your computer’s default playback and recording devices.

1. Make sure any devices, such as a headset with microphone are plugged into your computer.
2. Locate the Sound icon in the lower-right corner of your screen.
3. Right click on the Sound icon.
4. Click Playback Devices.
5. Review the list of devices and ensure the device you want to use is enabled and listed as the default device. Otherwise, click the desired device and Set Default.
6. Ensure the device is working by right-clicking over the device, and clicking Test. If your device is working, you will hear a chime.
7. **Click Recording.**

8. Review the list of devices and ensure the device you want to use is **enabled** and listed as the **default device**.

9. Ensure the device is working by scratching the microphone. If your microphone is picking up sound, you will see the green bars moving.
WebEx How-To:
Join an Event Using the Desktop App & Audio Connection Options.

Part 1: Register for the Event

1. Receive your email invitation to register for the event.
2. Open the link in Google Chrome.
3. Click Register.
4. Complete the registration information as required.
5. Click Submit.
6. You will receive an email invitation to join the event from messenger@webex.com.

Keep this email in a safe place or add it to your Outlook calendar! You need the ‘join’ link and Event/Access code on the day of the meeting.
Part 2: Join the Event

7. Click the ‘join’ link from your email invitation.
8. Enter your first name, last name, and email address, exactly as you registered with.
9. Click Join Now
   
   Note: Do NOT use the “Join by Browser” option as the audio portion is not fully supported by WebEx.

To test your WebEx connection prior to the Registered Event, please use the link below and follow the step by step guide:

https://www.webex.ca/en/test-meeting.html

1. Choose your desktop or mobile device.
2. Enter your name.
3. Enter your email address.
4. Click on “Test a Meeting” button.
5. Follow any additional instructions.
6. Click on “More Options” to test Audio Devices.
10. Click **Run a temporary application** to begin downloading the Webex desktop app. 
   *Do not add the WebEx extension to Google Chrome.*

11. Click the WebEx desktop app download when it is finished downloading.

12. A security warning will appear asking if you want to run the file - click **Run**.

13. The desktop app will open. You can confirm you are using the desktop app by looking at your task bar - a WebEx icon will appear.
Part 4: Select Your Audio Connection (How You Will Hear Other Attendees and Other Attendees Hear You)

14. Select your Audio Connection options.

   a. **Call Using Computer:** Connect using your computer’s microphone and speaker or headset (this is the recommended option)

      - Click on More Options to test and select the correct Microphone & Speakers options.
      - Click on Connect Audio and Video. **Note: Call Using Computer is only supported on Chrome, Firefox & Safari.**

   b. **I will call in:** You must call in using the event dial-in information provided in your Registration email.

      - Call the Local Vancouver Dial In #: 604-449-3026 (disregard the US Toll & Toll Free #s listed)
      - When prompted enter Access Code and Attendee ID unique to your Event.
Part 4: Select Your Audio Connection - cont’d

c. Call Me using Direct phone line (NO switchboard or Extensions allowed)

- Enter 10 digit number (disregard the Canada or US Flag selection)
- Cisco WebEx will call phone number, connect call.
- Press 1 to be connected to the WebEx Event Audio.

15. To mute and unmute yourself, click the microphone button in the options bar at the bottom of your screen. If the button is red, you are muted.

** Note: Event host may set all Attendees to be muted upon joining in. Event host has ability to Mute/Unmute all participants.