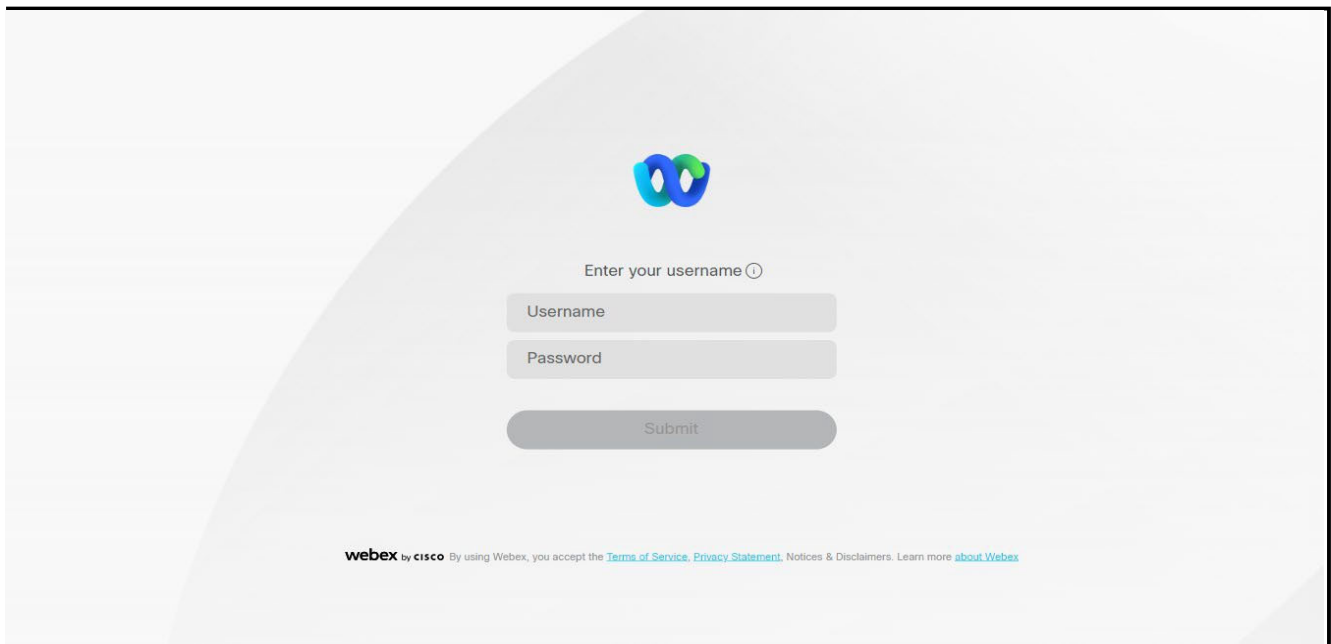


Follow these step-by-step instructions

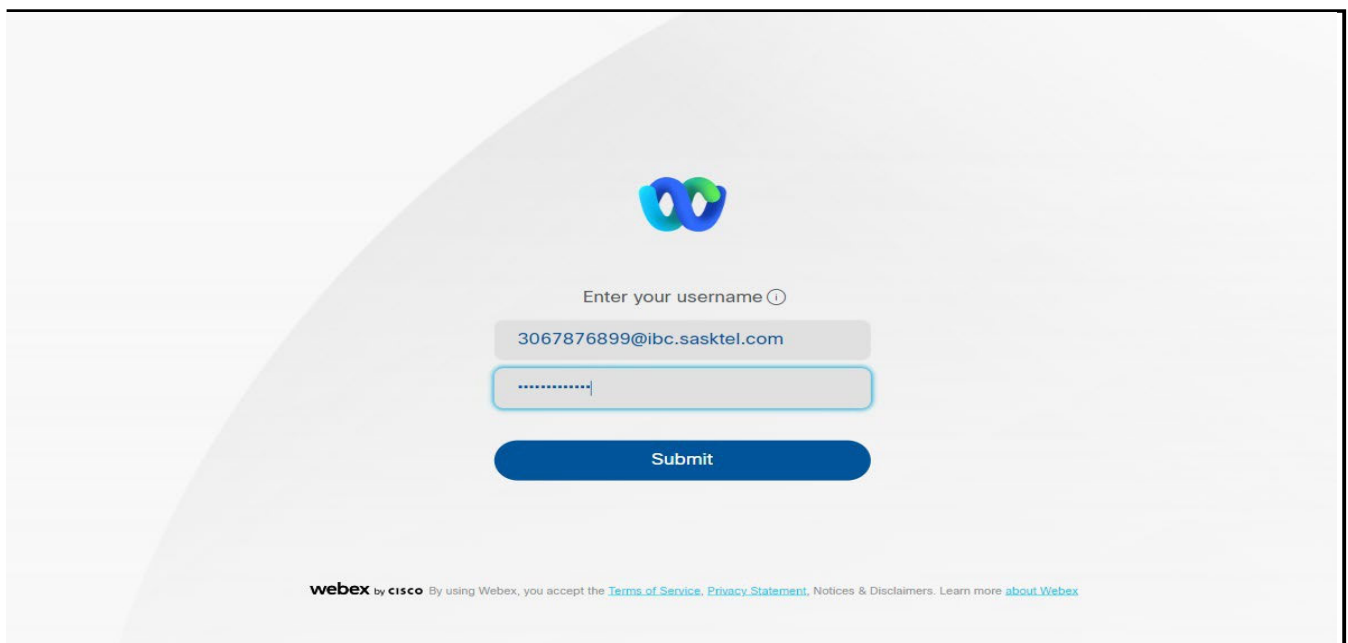
Step 1

[Click here](#) or on the link on the e-mail that you should have received to activate your IBC with Webex account. This will bring you to the following screen.



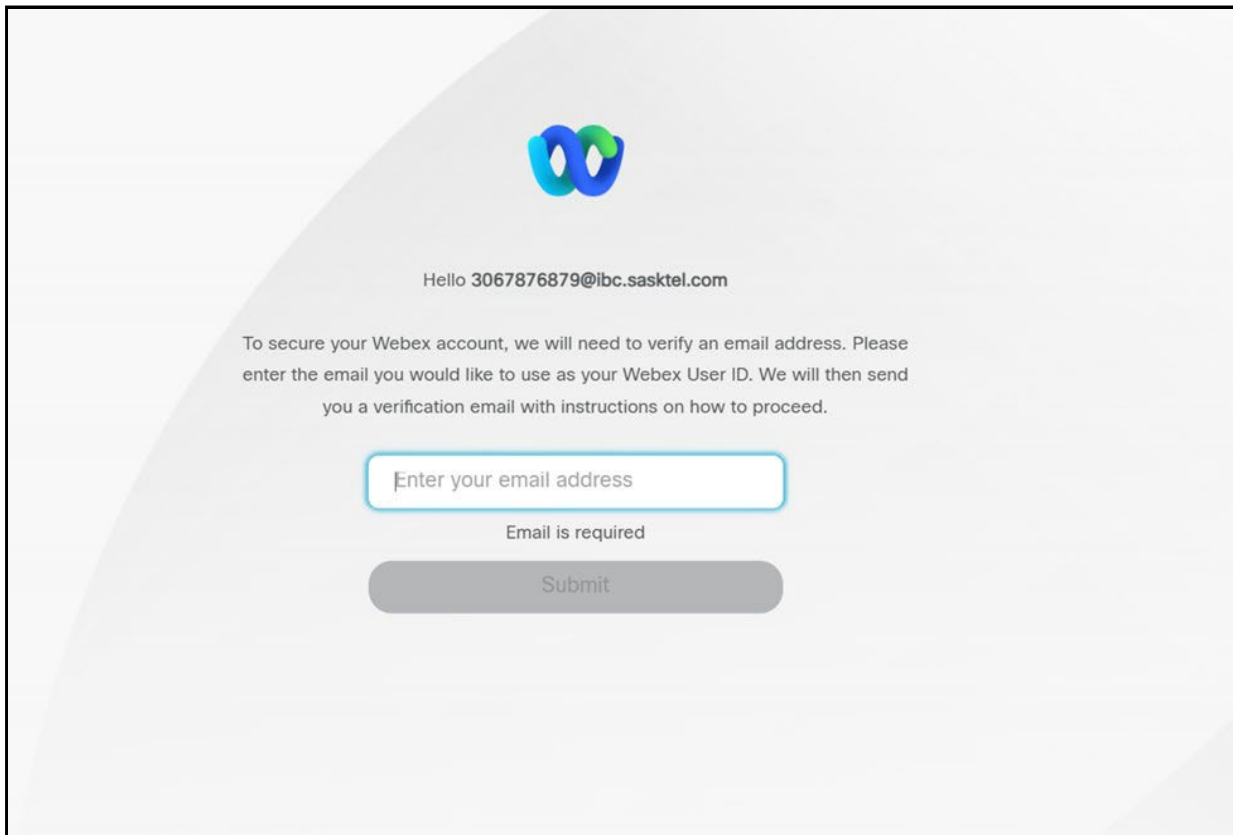
The image shows a Webex login screen. At the top center is the Webex logo, which consists of two interlocking loops, one blue and one green. Below the logo is the text "Enter your username" followed by a small downward arrow icon. There are two input fields: the first is labeled "Username" and the second is labeled "Password". Below these fields is a "Submit" button. At the bottom of the screen, there is a footer that reads "webex by cisco" followed by a small "By using Webex, you accept the" text and links for "Terms of Service", "Privacy Statement", "Notices & Disclaimers", and "Learn more about Webex".

Enter your IBC username and password and click **Submit**. IBC username format is [10digitphonenumber@ibc.sasktel.com](#) (i.e. 3065551234@ibc.sasktel.com)



The image shows the same Webex login screen as above, but with the "Username" field filled with the example email address "3067876899@ibc.sasktel.com". The "Password" field is empty and has a blue border. The "Submit" button is now a solid blue color. The footer text is the same as in the previous image.

This will bring you to the following screen:



3067876879@ibc.sasktel.com

Hello 3067876879@ibc.sasktel.com

To secure your Webex account, we will need to verify an email address. Please enter the email you would like to use as your Webex User ID. We will then send you a verification email with instructions on how to proceed.

Enter your email address

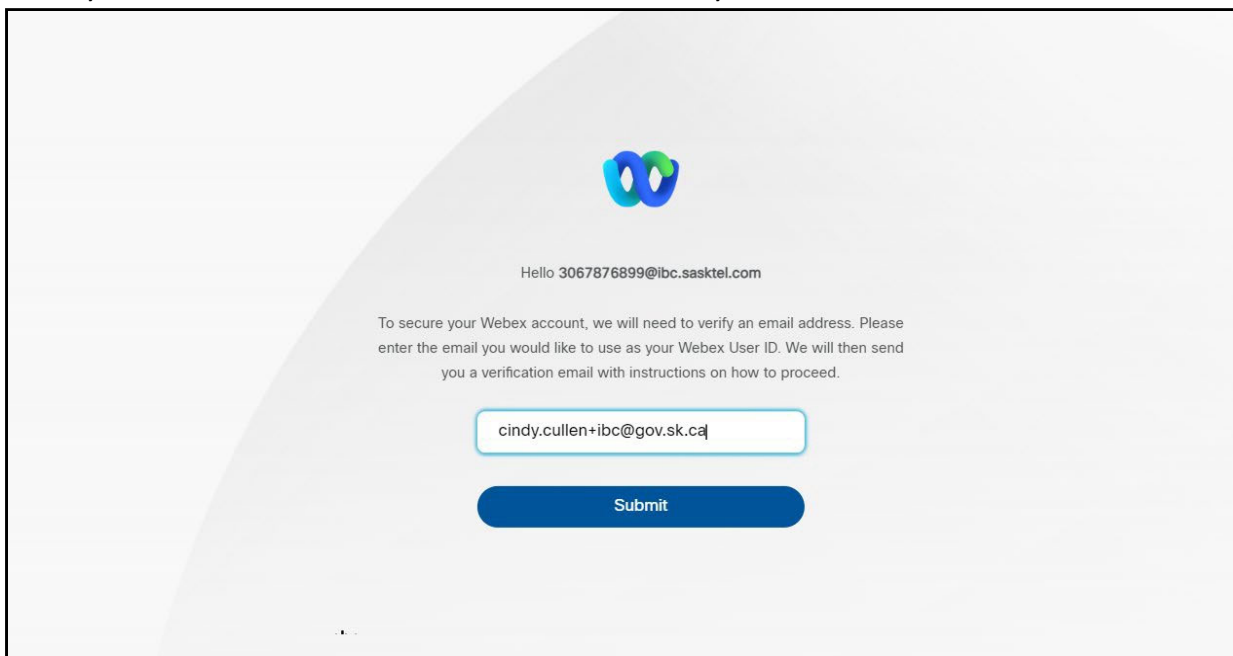
Email is required

Submit

Enter your e-mail address with “+ibc” before the @ symbol and click **Submit**.

Step 2

Enter your e-mail address with “+ibc” before the @ symbol and click **Submit**.



3067876899@ibc.sasktel.com

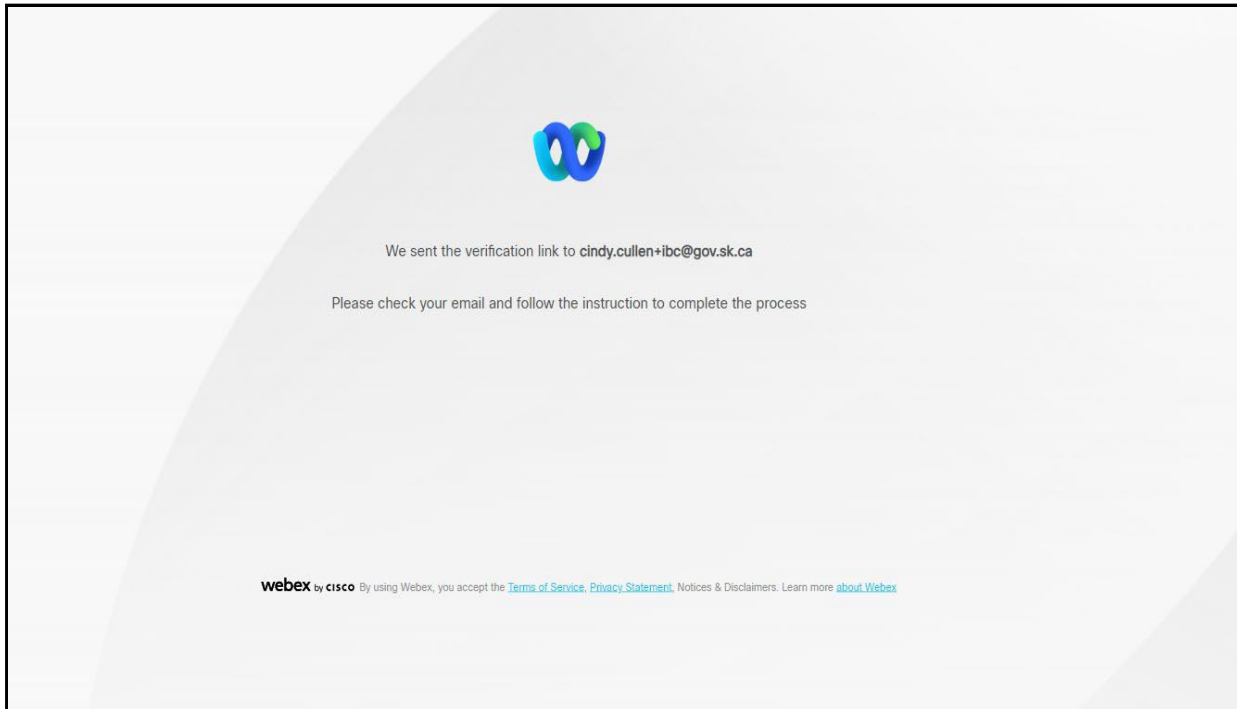
Hello 3067876899@ibc.sasktel.com

To secure your Webex account, we will need to verify an email address. Please enter the email you would like to use as your Webex User ID. We will then send you a verification email with instructions on how to proceed.

cindy.cullen+ibc@gov.sk.ca

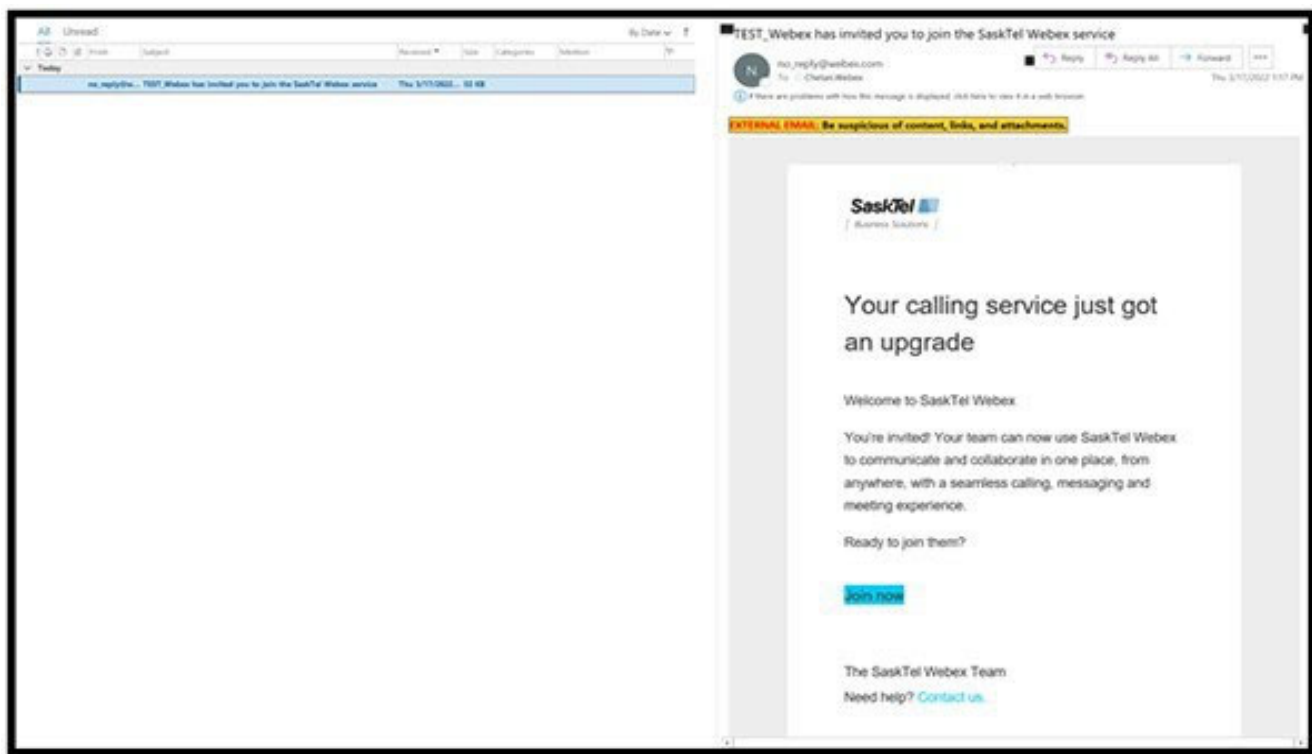
Submit

This will bring you to the following screen:



Step 3

Check your e-mail and follow the instructions to complete the process.



Step 4

Click "Join Now" in your e-mail.

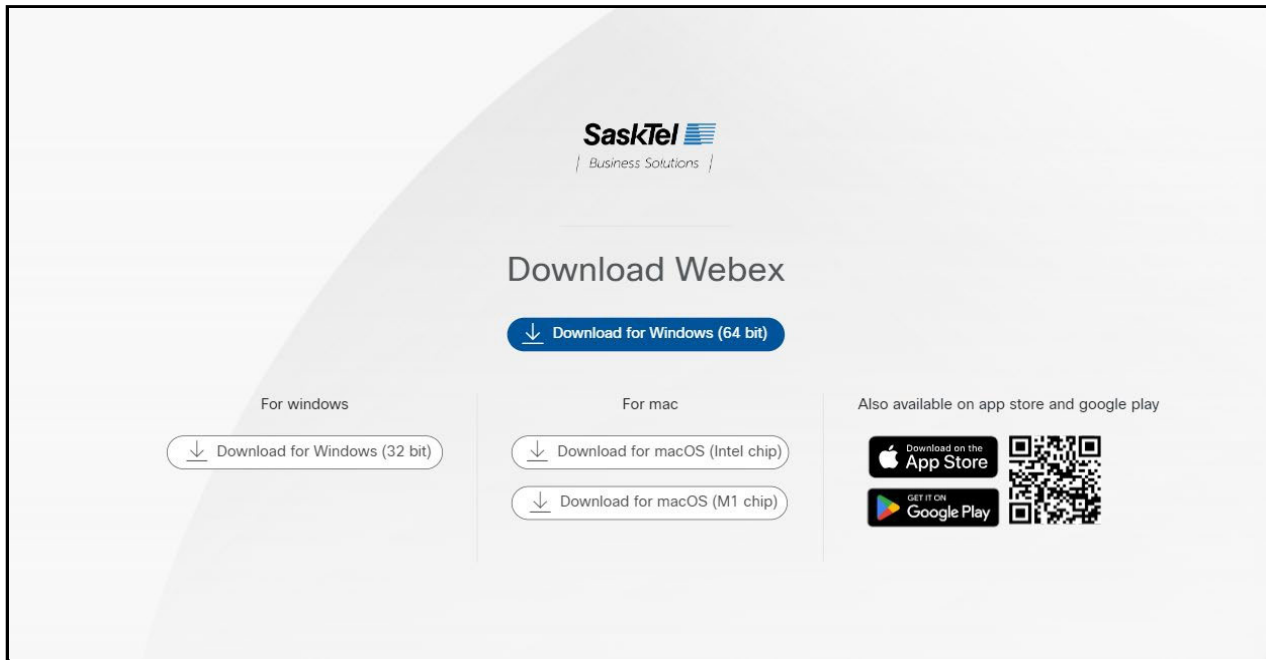
You will be presented with the following screen after clicking "Join Now".



Please do not refresh your page or minimize it. This validation process might take a few minutes.

Next you will be presented with the following screen:

Note: Please do not click on any of the links to download. You will already have the appropriate application installed on your device.



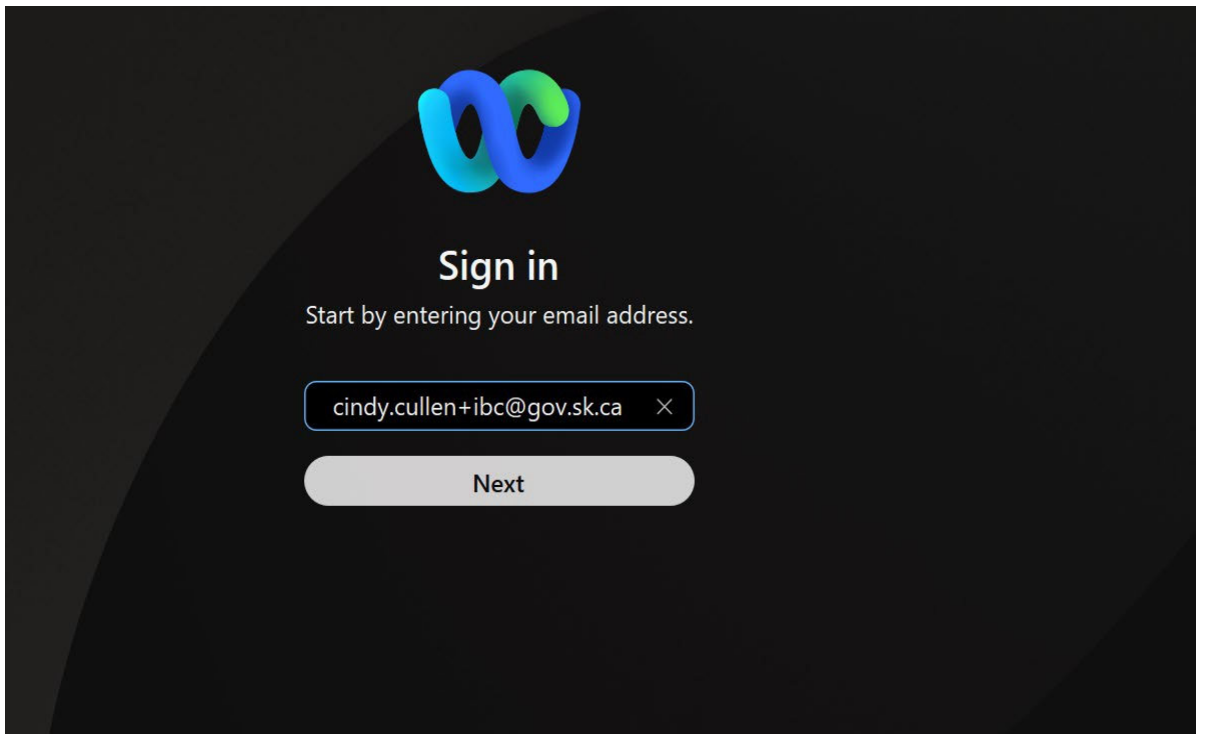
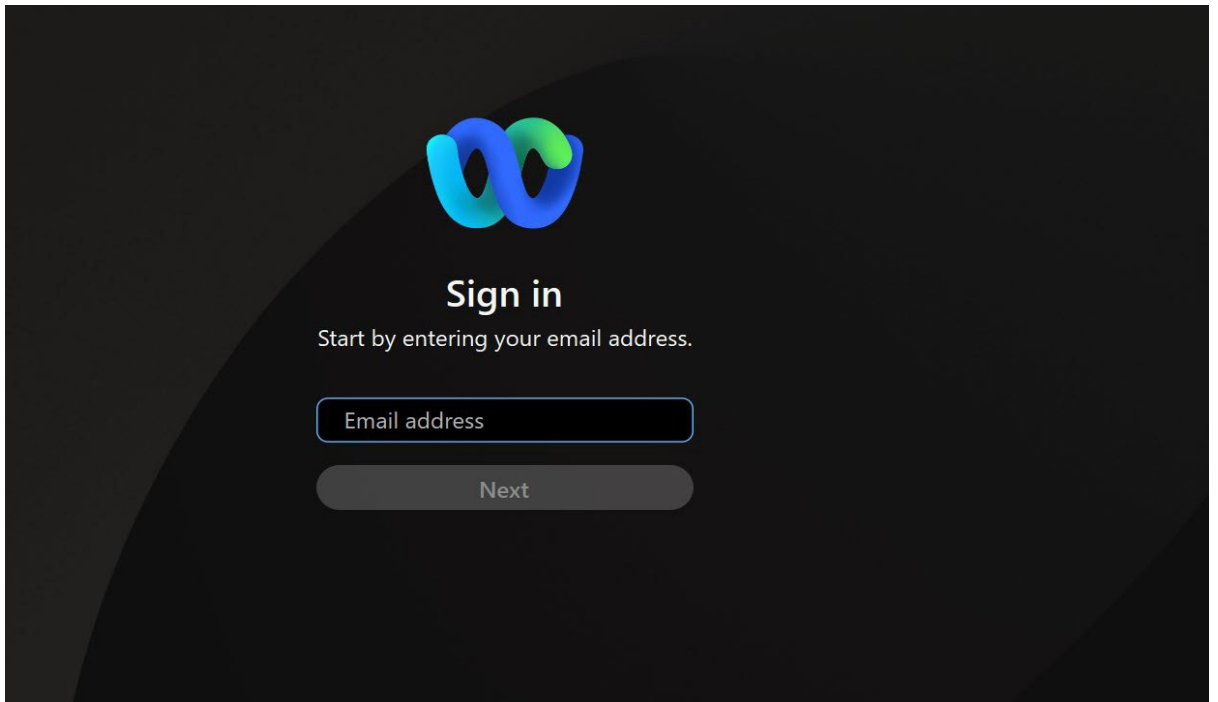
Step 5

Find the Webex application in your Start Menu*. Open the Webex application on your desktop or device and sign in with your IBC credentials and email address you used to validate your account. If you had previously logged into Webex with a different account, you will need to sign out first.

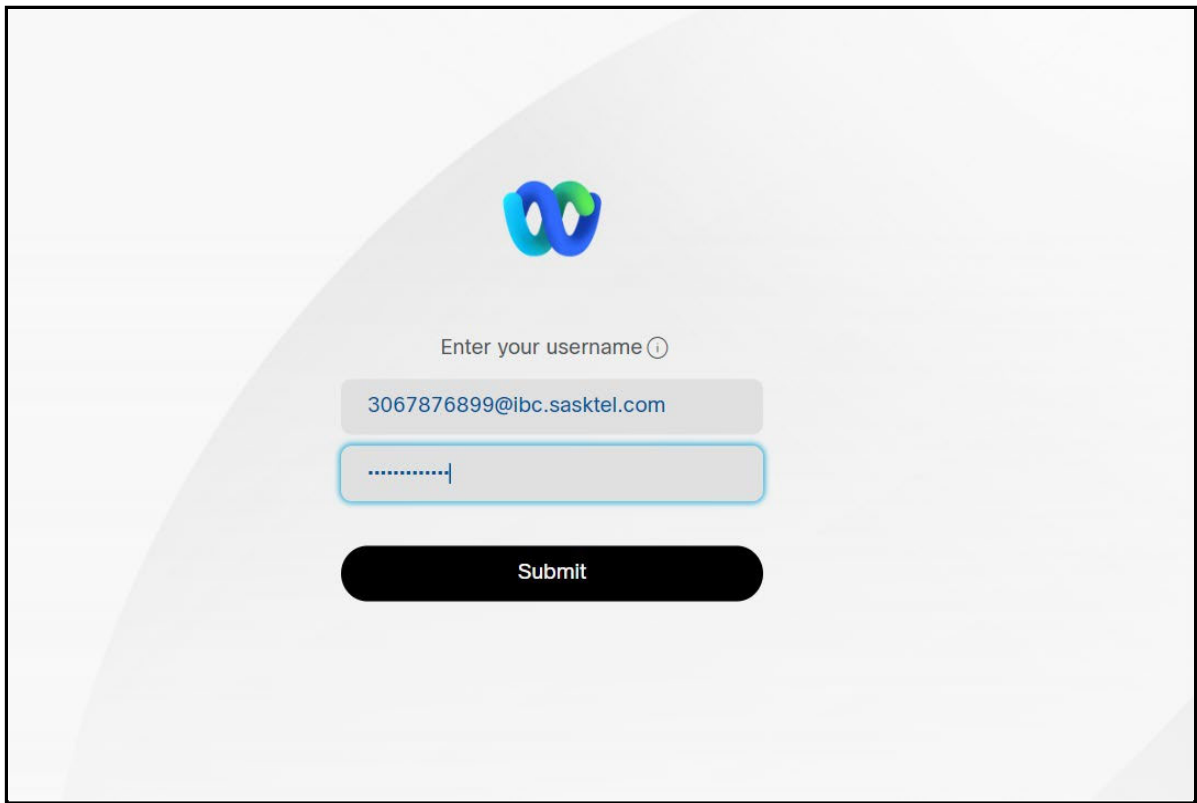
***Note:** Please contact ITD service desk if you are not able to find Webex installed on your computer.

To sign into your IBC with Webex account:

1. Enter your IBC with Webex e-mail address
 - a. Email format is first.last+ibc@gov.sk.ca.



2. Enter Username and Password of your IBC account
 - a. Username format is 10digitphonenumber@ibc.sasktel.com (i.e. 3065551234@ibc.sasktel.com)



That's it!

[Click here](#) to watch a training video and learn more about using your new IBC with Webex application.