

Guide to the MSc Sustainable Resources: Economics, Policy and Transitions Virtual Open Day

Thank you for signing up to the MSc Sustainable Resources: Economics, Policy and Transitions virtual open day which will take place from 14:00-15:00 BST (13:00-14:00 GMT) on Friday 25 May 2018. The event will be taking place on WebEx, a web conferencing tool. Please follow the instructions below to access WebEx and take part in the open day.

If you have any questions about the open day please contact Marta Polancec at m.polancec@ucl.ac.uk

Before the event

Download the WebEx plug-in

You do not need to install software to use WebEx, however a plug-in is required. We strongly recommend that you download the WebEx plug-in and complete the following diagnostic test a day before joining the event.

To carry out the test open a browser window, and go to: <http://www.webex.com/test-meeting.html>

Enter your name and email address and click **join**. Follow the instructions on the screen to download the WebEx plug-in.

What you will need

To join the event you will need access to a computer with good internet connection, and **headphones**. Please see the following webpage for the minimum system requirements for WebEx: <https://support.webex.com/MyAccountWeb/knowledgeBase.do?articleId=WBX4830>

Log in to the event

To log in to the event please paste the following link into your browser:

<https://bseer.webex.com/bseer/onstage/g.php?MTID=e3d7faf1a089c6f2f85a1627e4f5fb4b6>

The event password is: **SREPT**

Please enter your first name, last name and email address and click **Join Now** (see Figure 1).

Figure 1

The screenshot shows a web browser window with several tabs open: Google Calendar - Week, Individual Assignment: Fi, Eventbrite - Manage Eve, UCL Energy Institute-620, and UCL Energy Institute-620. The address bar shows a URL from bseer.webex.com. The page header features the UCL logo and navigation links for Event Center, Meeting Center, Support Center, Training Center, and My WebEx. On the right, there are links for bseer, Site Administration, and Log Out.

Event Information: MSc Sustainable Resources: Economics, Policy and Transitions Virtual Open Day

Registration is required to join this event. If you have not registered, please do so now.

[English](#) : [London Time](#)

Event status: Started ([Register](#))


Date and time: Friday, 25 May 2018 14:00
GMT Summer Time (London, GMT+01:00)
[Change time zone](#)

Duration: 1 hour

Description: Please join us from wherever you are in the world for our MSc Sustainable Resources: Economics, Policy and Transitions virtual open day.

This will be an excellent opportunity to learn more about this exciting degree and our latest news and developments. The programme leader, Dr Teresa Domenech, and the programme administrator, Marta Polancec, will host the session. We will answer your questions about the application process, academic content, careers, visa requirements and more.

If you would like to put forward any questions in advance please contact Marta Polancec on m.polancec@ucl.ac.uk



[Join Now](#)
[Join by browser](#) **NEW!**

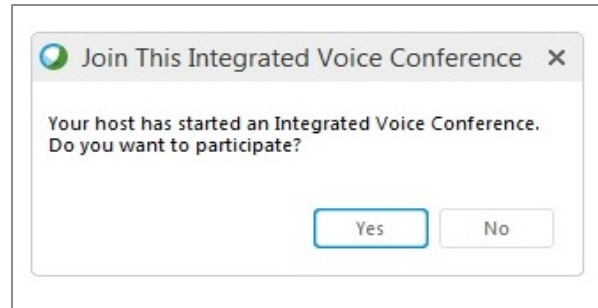
By joining this event, you are accepting the Cisco WebEx [Terms of Service](#) and [Privacy Statement](#).

The Windows taskbar at the bottom shows the search bar, taskbar icons for various applications, and the system tray with the date and time (10:05, 22/05/2018).

Connecting to audio

After logging in you may be asked if you would like to join an Integrated Voice Conference. If you see the window pictured in Figure 2 please click **Yes**.

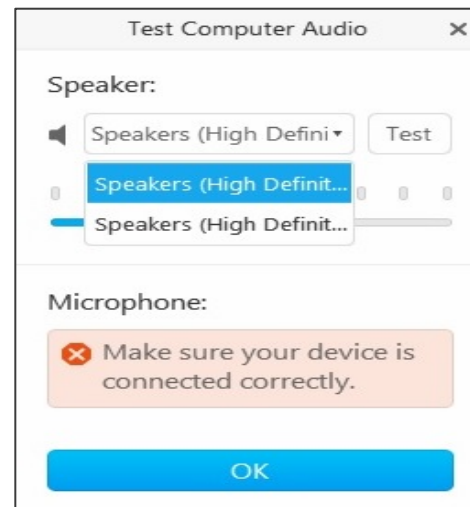
Figure 2



You may be asked to test your computer audio. If you see the window pictured in Figure 3 please ensure that the correct audio device is selected before clicking **OK**. We advise you to test your speakers ahead of the event as in our experience this is the main reason why participants are unable to hear us.

You will not be required to use a microphone at this event. If you receive an error message regarding your microphone connection please ignore this.

Figure 3



How to activate our webcam screen and chat with us

View our webcam output

At the virtual open day you will be able to see us through our webcam screen.

At the beginning of the virtual open day the programme leader Dr Teresa Domenech will give a short presentation. To view our webcam output alongside the presentation please click on the **Participants** button at the top of the screen (Figure 4, Box 1). You may also need to click on the drop-down Participants button (Figure 4, Box 2).

Chat with us

At any point in the event please feel free to ask us questions by typing them into the chat box. To ask us questions during the presentation please open the chat box using the **Chat** buttons pictured in Boxes 3 and 4 in Figure 4.

After the presentation – go full screen!

After the short presentation please change the view to **full screen**, as by doing so you will be able to type in the chat box and view our webcam output simultaneously. To change the view to full-screen mode hover your cursor above our webcam screen and click the button pictured in Box 5 in Figure 4.

Please see Figure 5 for the full-screen view. To activate the chat-box in full-screen mode hover your cursor at the top of your screen and click the **Chat** button in the upper bar. Once the Chat pop-up is open you may drag it anywhere on the page.

Figure 4

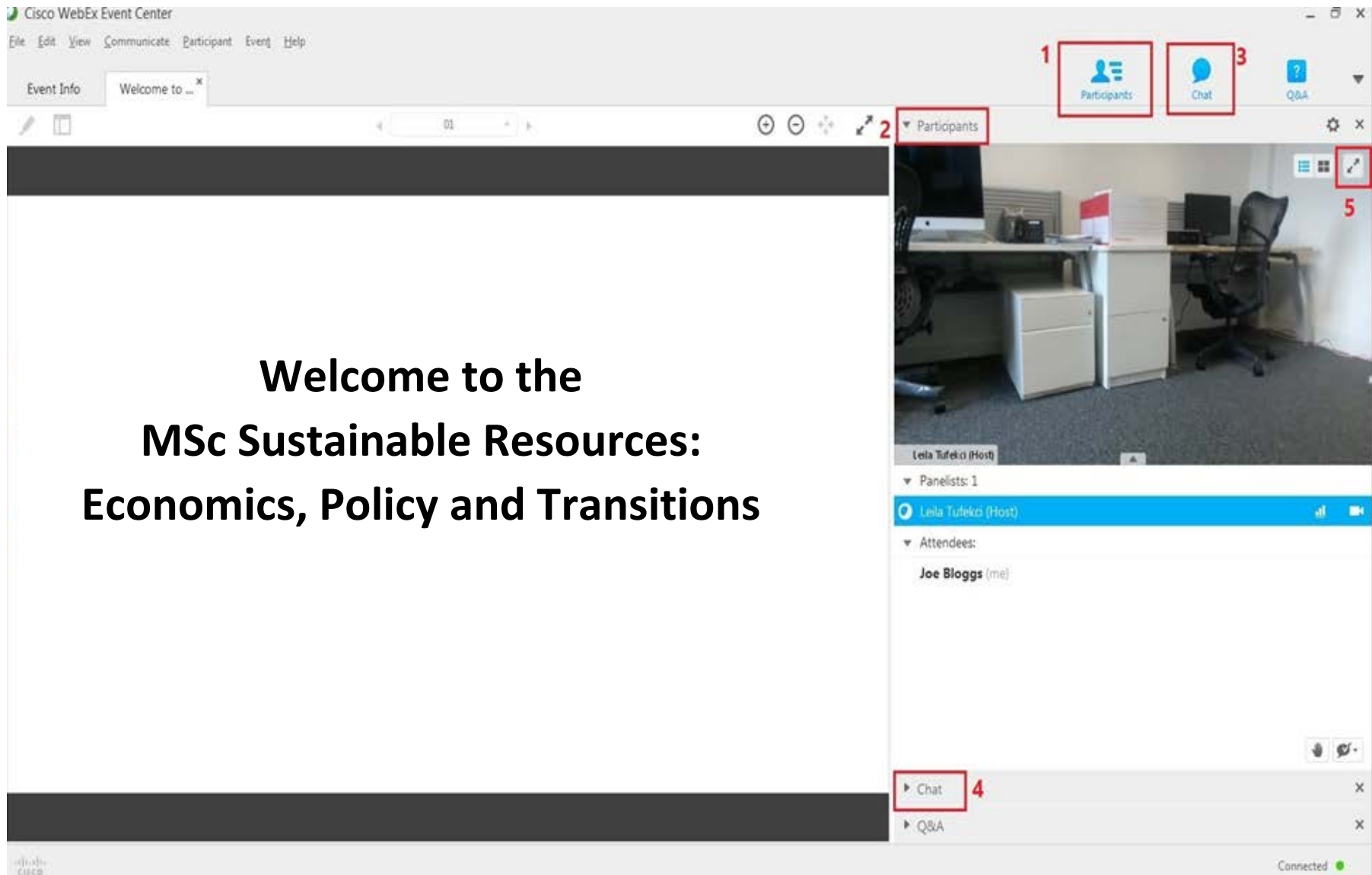
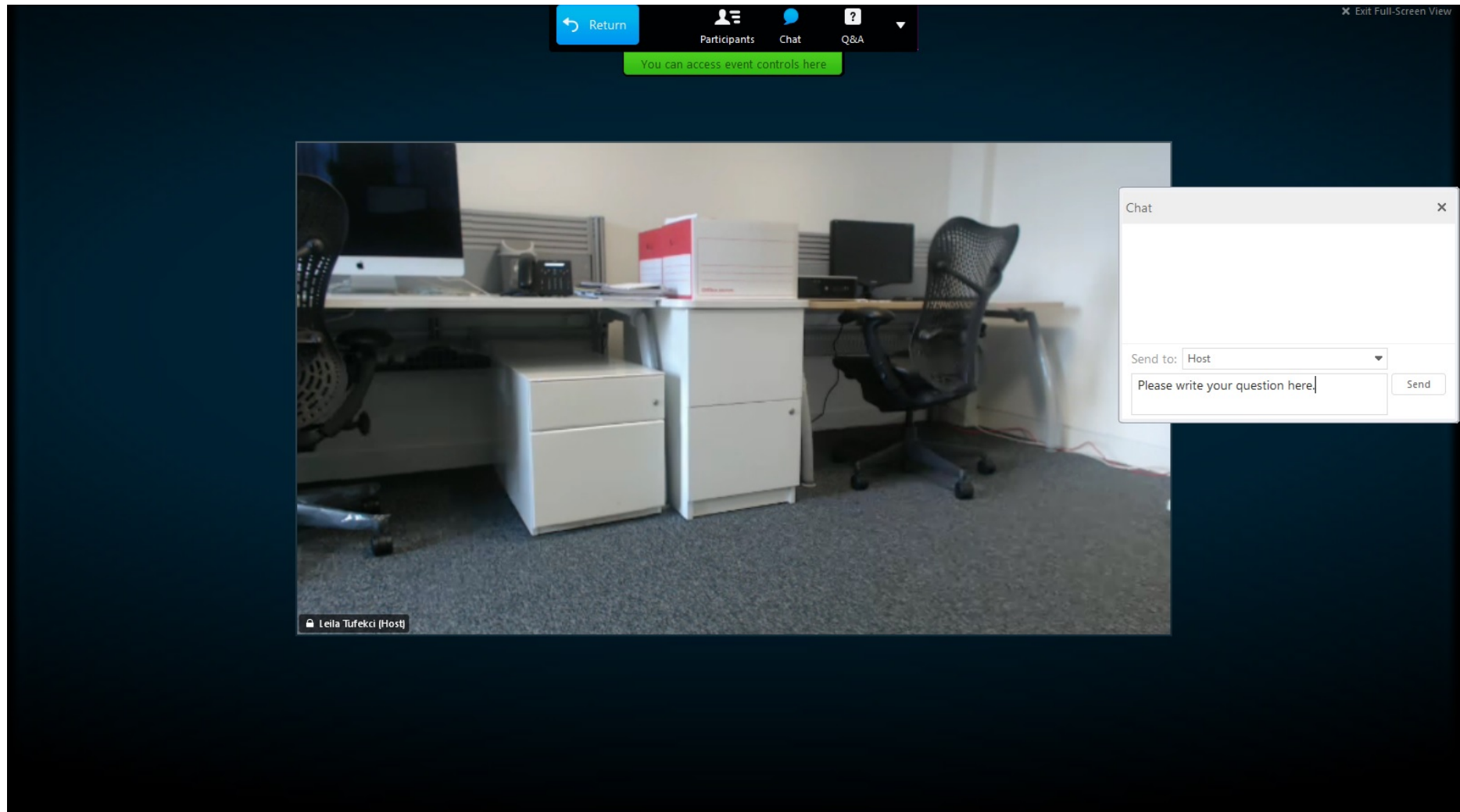


Figure 5



We hope you enjoy the event!