

# Important Information

Why is this happening? The Webex Suite Meeting Platform is the intended outcome of our journey to the converged meeting experience across Webex applications and devices. One application with one architecture providing an enhanced and optimized experience for hybrid work.

### Key Benefits:

- Fast meeting join with native Webex app meeting experience
- Start, schedule, join full featured meetings from within Webex spaces
- All Webex workloads meetings, calling, messaging, and whiteboarding powered from a single platform

View all user interface changes HERE

## Check if your meetings are running on the Webex Suite Meeting Platform:

In a meeting, click Meeting Info > Security. If it says Meeting platform: Webex for Government (Webex Suite), your Webex meetings use the Webex Suite meeting platform. If you don't see this, your Webex meetings isn't running on the new platform yet!



# Key User Interface Changes

Chat just became more fun and engaging.

Chat is getting an upgrade and mirrors the Webex App messaging experience. Meeting participants can engage by responding in threads, adding files, using markdowns, or reactions

Need a refresher? Check out this article.

### Where's the Menu Bar?

drop-down in

Menu bar settings are now more contextual and distributed across the meeting under Audio Options, Video Options, Share, and More Options.

For example, access Audio Options from the

🖳 Mute 🗸 Check out this article 🛛 Mute

#### Need to manage your participants?

Go to More options in the meeting controls to access meeting options and enable features like breakout sessions and whiteboarding. Check out this article



To share a specific area of your screen during a call or meeting, select the area that you want to share. Participants only see the portion of the screen you select, not your entire screen Check out this article







Key Changes	Description	Help Articles
Menu Bar	Features that were earlier available from the menu bar are now more contextual and distributed across the meeting.	Where's the menu bar
Personalize Your App	Now that you've installed Webex App, it's time to set up the app. Customize your settings and preferences to get the best Webex App experience.	Personalize Your App
Access Messages after meetings	If your organization saves meeting messages, after a meeting ends, the meeting conversation is closed but the messages are saved with the meeting content. Revisit the chat or share it with others.	<u>Persistent Chat</u>
Message in a meeting	If you're invited to a meeting but haven't joined it, you can still chat with everyone in the meeting.	Send a message to meeting
Move a meeting to another desktop or mobile device	Seamlessly move a meeting from one desktop or mobile device to another without disrupting or disconnecting from the meeting.	Move a meeting
Share my meeting window	<ul> <li>Share My Meeting Window option - There are two ways to do that now, and both are available from the Share content option in the meeting controls: <ul> <li>Select Webex and meeting window</li> <li>Screen share (and switch to the meeting window while sharing)</li> </ul> </li> </ul>	<u>Share meeting window</u> <u>Share content in meeting</u>
Share file in a meeting	<ul> <li>You can share the following types of files: .doc, .docx, .pdf, .ppt, .pptx, .xls, and .xlsx.</li> <li>MP4 files and <u>Universal Communications Format</u> <u>(UCF)</u> files aren't supported.</li> <li>The maximum file size is 100 MB and 50 pages long.</li> </ul>	<u>Share a file in a meeting</u>
Share portion of screen	You can now share a specific area of your screen only. Participants only see the portion of the screen you select, not your entire screen.	Share portion of your screen
Reclaim Host Role	If you're hosting a meeting but you're running late or can't join the meeting, have someone else take over the host role	Reclaim the host role