Scheduling a meeting with call-in disabled, chat disabled, and "require account to join" feature:

Go to njit.webex.com
Log in (top right corner)

Click the arrow at the top to drop down the menu
Click Webex Meetings

Click schedule a meeting

Good morning, Jesse.

Start Meeting

Start by browser

More ways to join

Good morning, Jesse.

Start Meeting

Start by browser

More ways to join
Enter the meeting topic and password, then click next

Enter the meeting date, time, and duration, then click next
Select conference type "USE VOIP ONLY"

Audio Conference Settings

Return to Quick Scheduler

Select conference type: Use VoIP only

To use VoIP, participants must have a working microphone and speaker on their computers.

Save as template

Schedule Meeting  Back  Next  Cancel

1. Required Information
2. Date & Time
3. Audio Conference
4. Invite Attendees
5. Registration
6. Agenda & Welcome
7. Meeting Options
8. Attendee Privileges
9. Review

On the Invite Attendees page, for Security, enable "Require attendees to have an account on this site in order to join this meeting"

Invite Attendees

Return to Quick Scheduler

Attendees: <Separate email addresses with a comma or semicolon>

Select Attendees

☐ Let anyone with a host account on this site or anyone joining from an authenticated Cisco video device in this organization host my meeting

☐ Send a copy of the invitation email to me

Securities

☐ Require attendees to have an account on this site in order to join this meeting

When this option is checked, users will still be able to join from video systems without signing in.

Save as template

Schedule Meeting  Back  Next  Cancel

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On the Meeting Options page, disable "Chat"