



Sending and Receiving Video

If a video camera is installed on your computer, you can send video. Other participants can see you or whatever you focus your webcam on. To see video, participants do not need to have a webcam installed on their computers.

Cisco WebEx Meetings supports high-quality video with up to 360p resolution. The Cisco technology automatically adjusts video to the highest quality for each participant according to the computer capabilities and network bandwidth.

Video options are set by your administrator at the system level.

- [Minimum System Requirements, page 1](#)
- [Locking Focus on One Participant, page 2](#)
- [Switching Between a List or Thumbnail View of Participants, page 2](#)
- [Viewing Everyone Who is Sending Video, page 3](#)
- [Setting Webcam Options, page 3](#)
- [Controlling Your Self-View, page 3](#)
- [Controlling Video Display, page 4](#)
- [Obtaining Video and Audio Data During a Meeting, page 4](#)

Minimum System Requirements

To send or receive video with a resolution of 360p, ensure that your system meets the following minimum requirements:

Action	Requirements
Send	<ul style="list-style-type: none"> • A webcam capable of producing high-quality video. WebEx supports most webcams of this type. • A computer with at least 1 GB of RAM and a dual-core processor. • A fast network connection.
Receive	<ul style="list-style-type: none"> • A computer with at least 1 GB of RAM and a dual-core processor. • A fast network connection.

Locking Focus on One Participant

If you are the host or the presenter, you can select whose video you want everyone to see.

Procedure

-
- Step 1** From the Participants panel, select the name of the video participant on the video display. The **Lock Focus on a Participant** dialog box appears.
- Step 2** Select one of the following options:
- **The active speaker:** This is the default. The display focuses on the person currently speaking and switches as the loudest speaker changes.
 - **A specific participant:** The display focuses on only the specific participant that you select. All participants see that person, regardless of who is speaking.
- Step 3** Select **OK**.
-

Switching Between a List or Thumbnail View of Participants

You can switch between the Participants list and participants' video thumbnails.

Procedure

-
- Step 1** To view video thumbnails:

- 1 Select the list icon on the bottom right of the Participants panel.
- 2 Select **Thumbnails**.
- 3 In the thumbnails view, select the down or up arrow to view additional thumbnails.

Step 2 To view the Participants list:

- 1 Select the thumbnail icon on the bottom right of the Participants panel.
 - 2 Select **List**.
-

Viewing Everyone Who is Sending Video

With one click, you can view live, high-quality video display across your entire screen. In the video view, you see all participants who are sending video, including:



- The active speaker or a specific participant whom the host chose to lock on.
- Five thumbnails on the bottom. To see more participants, use the arrow on either side.

Procedure

- Step 1** To view all participants who are sending video, select the icon in the upper-right corner of the display.
- Step 2** To return to the meeting window, select **Exit Full-Screen Mode** in the upper-right corner of the screen.
-

Setting Webcam Options

If you have a working webcam, you can set options that are available for that webcam directly from your meeting.

- Windows: At the top right of the Participants panel, select the options icon .
- Mac: At the bottom right of the Participants panel, select the options icon .

Typically, you can set options for general settings, such as contrast, sharpness, and brightness. But options can vary depending on your webcam.

Controlling Your Self-View

During sharing, your self-view appears in the lower-right portion of the floating panel. You can manage your self-view in several ways.

- To minimize self-view:
Select the icon in the upper-right portion of the self-view display.
- To restore self-view:
Select the icon in the lower-right portion of the floating panel.
- To stop or show self-view:
Select the video icon at the center of the self-view display.

Controlling Video Display

During sharing, any video is displayed in a floating panel on your screen. In most cases, this is the active speaker's video. If the host chose to lock on a specific participant, that is the video you will see. You can manage this video display in several ways.

- To minimize:
Select the downward arrow in the upper-left corner.
- To resize:
Select the bottom right-corner and drag the edge.
- To move:
Select and drag the display to another location on your screen.
- To lock another person's video:
Select the name and then select the participant in the dialog box.
- To switch to view everyone:
Select the icon in the upper-right corner of the display.

Obtaining Video and Audio Data During a Meeting

Having video or audio problems in a meeting? If you contact technical support, the video and audio data you can obtain within the meeting comes in handy.

- To obtain audio and video data while in the meeting window:
Select **Meeting > Audio & Video Statistics...**
- To obtain audio and video data while viewing everyone sending video:
Right-click the active speaker's display and then select **Audio & Video Statistics...**