



**METI Government of JAPAN**  
**JAPAN JOB FAIR in ASIA**

# **Cisco Webex User's Guide**

## **-The Online career seminars-**

**METI Overseas Job Fair / JAPAN JOB FAIR in ASIA 2023**  
(Management contractor: Pasona Inc.) E-mail : [jjf@pasona.co.jp](mailto:jjf@pasona.co.jp)

**What device are you using?**

# Cisco Webex User's Guide –For Participants–

## What device are you using?

**⚠ Before logging in: Check your browser.**

The browsers recommended for Cisco Webex is **Chrome**.

If you use any other browser, there may be audio and/or other technical issues. Install a recommended browser beforehand.

### Computer

Installation of an app is not necessary.  
You can use a browser to participate.



### Smartphone/tablet

You need to install an app **beforehand**.



#### iPhone/Android

Scan the above QR code and install the app.  
Alternatively, go to the App Store or Google Play and search for **Cisco Webex Meetings**.

<https://www.webex.com/downloads.html>

Please download the Webex app from the QR code or URL above.

# **Login/Online guidance seminar participation method**

# Cisco Webex User's Guide –For Participants–

## How to log in

Please ensure you have a strong, stable Wi-Fi connection.

## How to participate in online guidance seminar

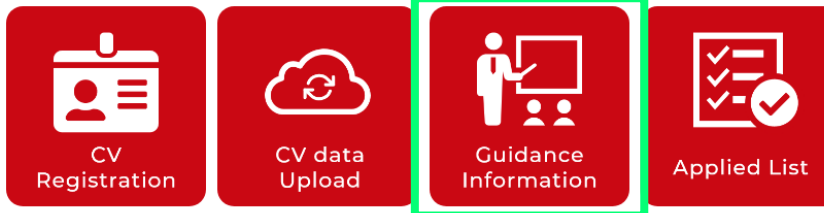
**STEP1** Access the URL: <https://mypage.japanjobfair.go.jp/login> and open the login your **My Page**.

**STEP2** After logging in your page, click **Guidance Information**.



# METI Government of JAPAN Japan Job Fair in Asia

My PAGE



# Cisco Webex User's Guide –For Participants–

## How to log in

Please ensure you have a strong, stable Wi-Fi connection.

### STEP3

Click the "Apply" button to register to participate in the guidance seminar.

#### Guidance Information

In this guidance, we can provide you more details about Japan Job Fair and how to participate and answer your questions through the online live broadcasting.  
You can apply for it here.

Day and Time	Status
16.Jun.2023 [ BST 16:00~17:00 ]	<input type="button" value="Applied"/>
17.Jun.2023 [ BST 17:00~20:00 ]	<input type="button" value="Applied"/>

Day and Time	Status
30.Jun.2023 [ MYT 17:00~18:00 ]	<input type="button" value="Applied"/>

### STEP4

After completing your registration, you will receive an email with the webex URL for participating in the guidance seminar.

# Cisco Webex User's Guide –For Participants–

## Register for webinar -1-

Guidance seminars use Cisco Webex. Webex Webinar Click "Register" and register the information necessary to participate in the guidance seminar.

**Register for webinar** ×

Complete this form to register for the webinar. An asterisk (\*) indicates required information.

**\*Name**

**\*Email**

**\*Participant ID**

**\*Mobile phone**

**Register**

**Register for webinar**

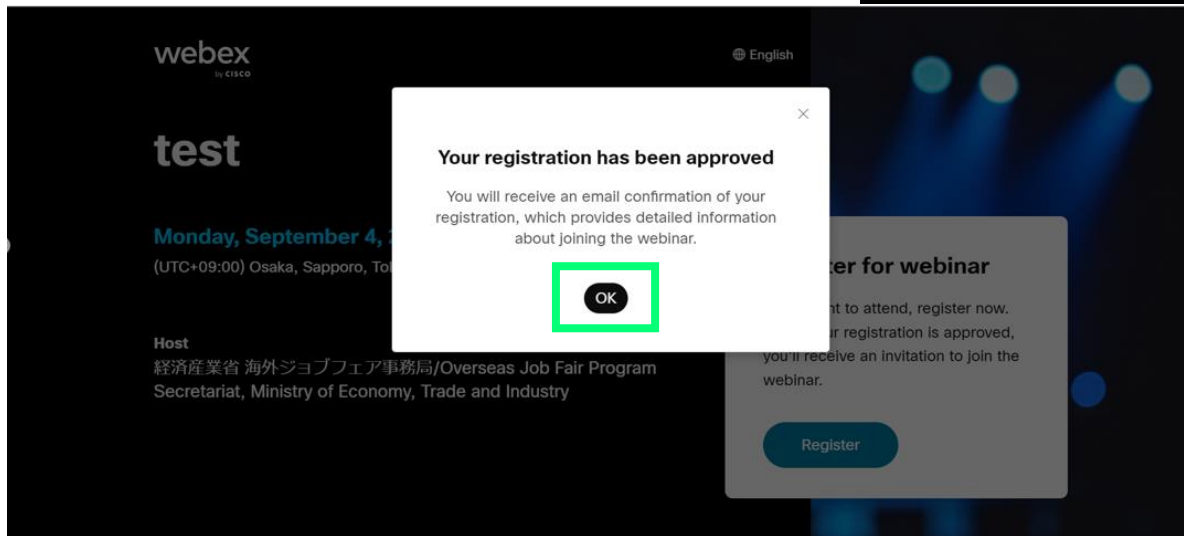
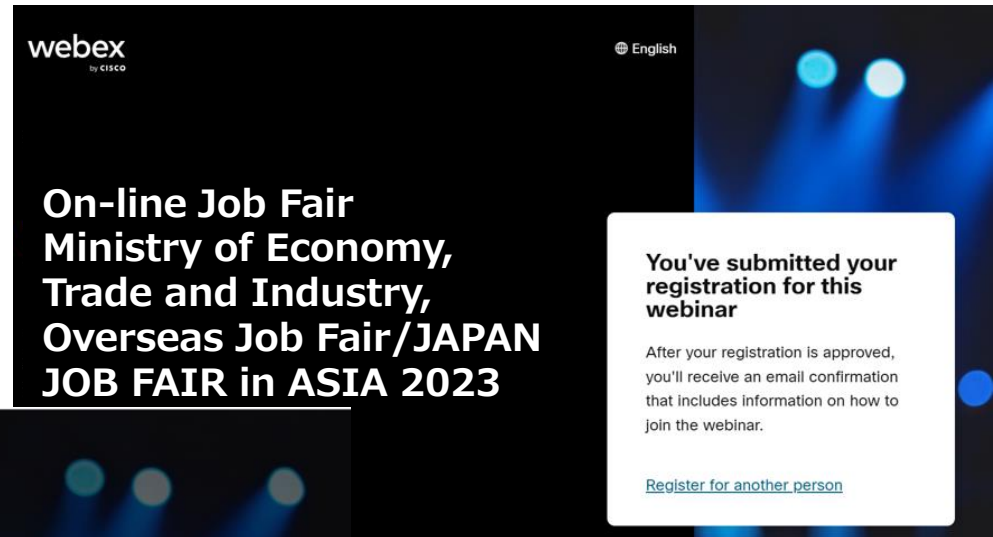
If you want to attend, register now. When your registration is approved, you'll receive an invitation to join the webinar.

**Register**

# Cisco Webex User's Guide –For Participants–

## Register for webinar -2-

An invitation E-mail and URL to participate in the webinar will be sent to the registered email address.



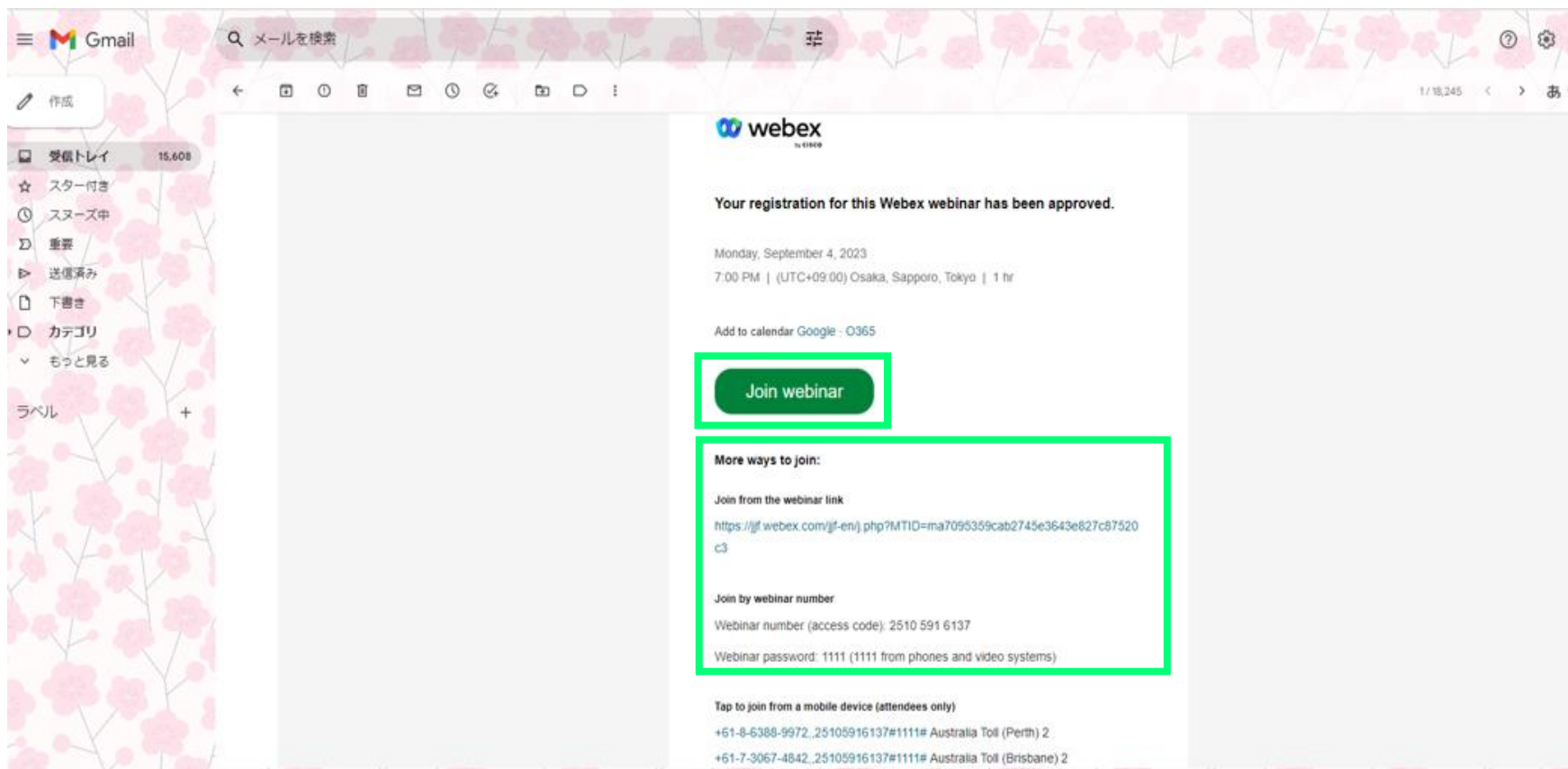


# Cisco Webex User's Guide –For Participants–

## Register for webinar -3-

You can participate from the **Join webinar** with your E-mail address or **Join from the webinar link**.

The webinar number and password will also be included in the E-mail.



# **Login/Online Job Fair participation method**

# Cisco Webex User's Guide –For Participants–

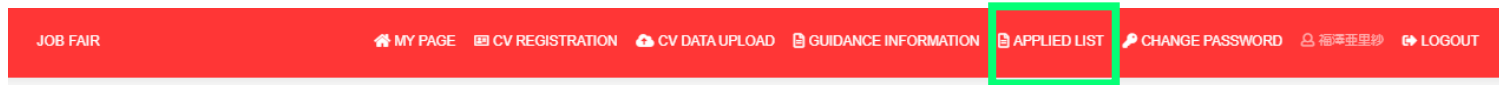
## How to log in

Please ensure you have a strong, stable Wi-Fi connection.

## How to participate in Online Job Fair

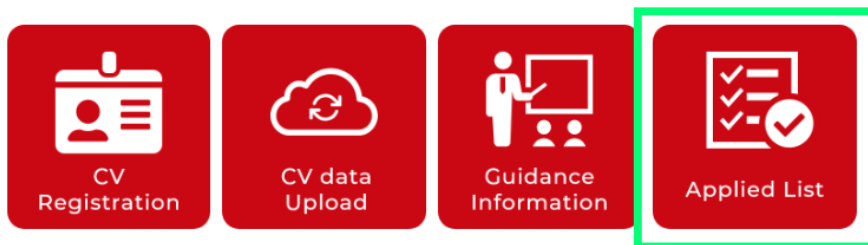
**STEP1** Access the URL: <https://mypage.japanjobfair.go.jp/login> and open the login your **My Page**.

**STEP2** After logging in your page, click **Applied List**.



# METI Government of JAPAN Japan Job Fair in Asia

My PAGE



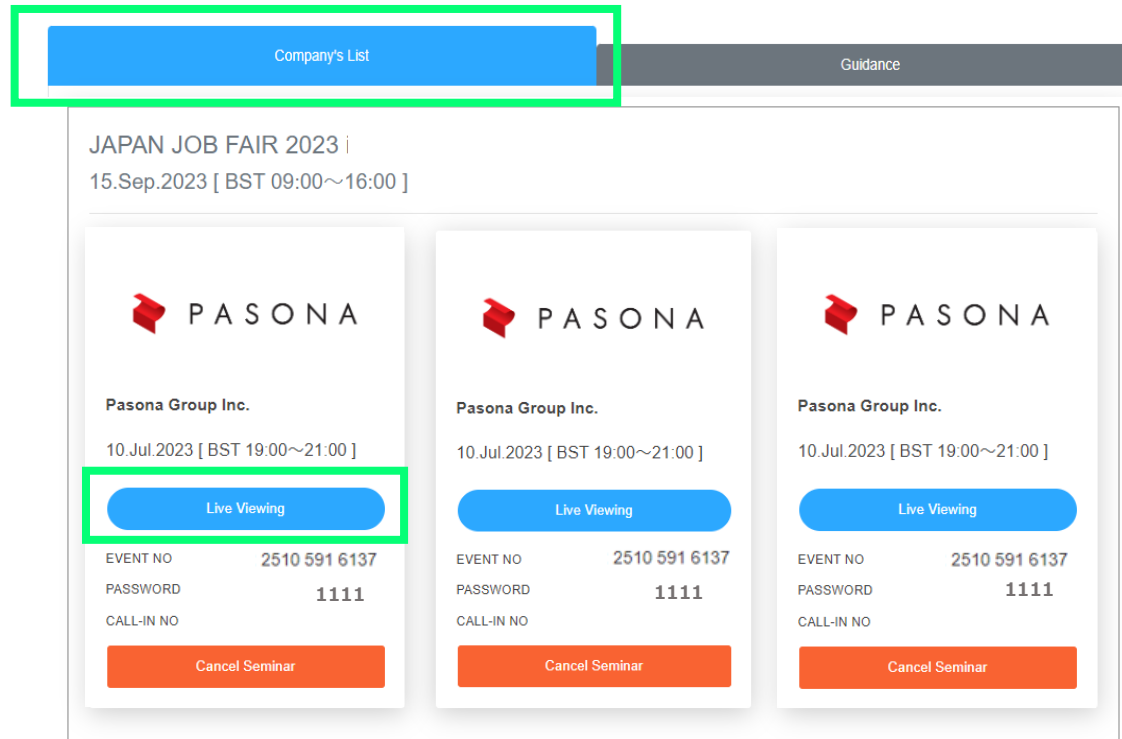
# Cisco Webex User's Guide –For Participants–

## How to log in

Please ensure you have a strong, stable Wi-Fi connection.

### STEP3

You will see a list of Company's. Find the one you wish to join and click the **Live Streaming**.  
Click Live Streaming to move to the webinar registration screen.



### STEP4

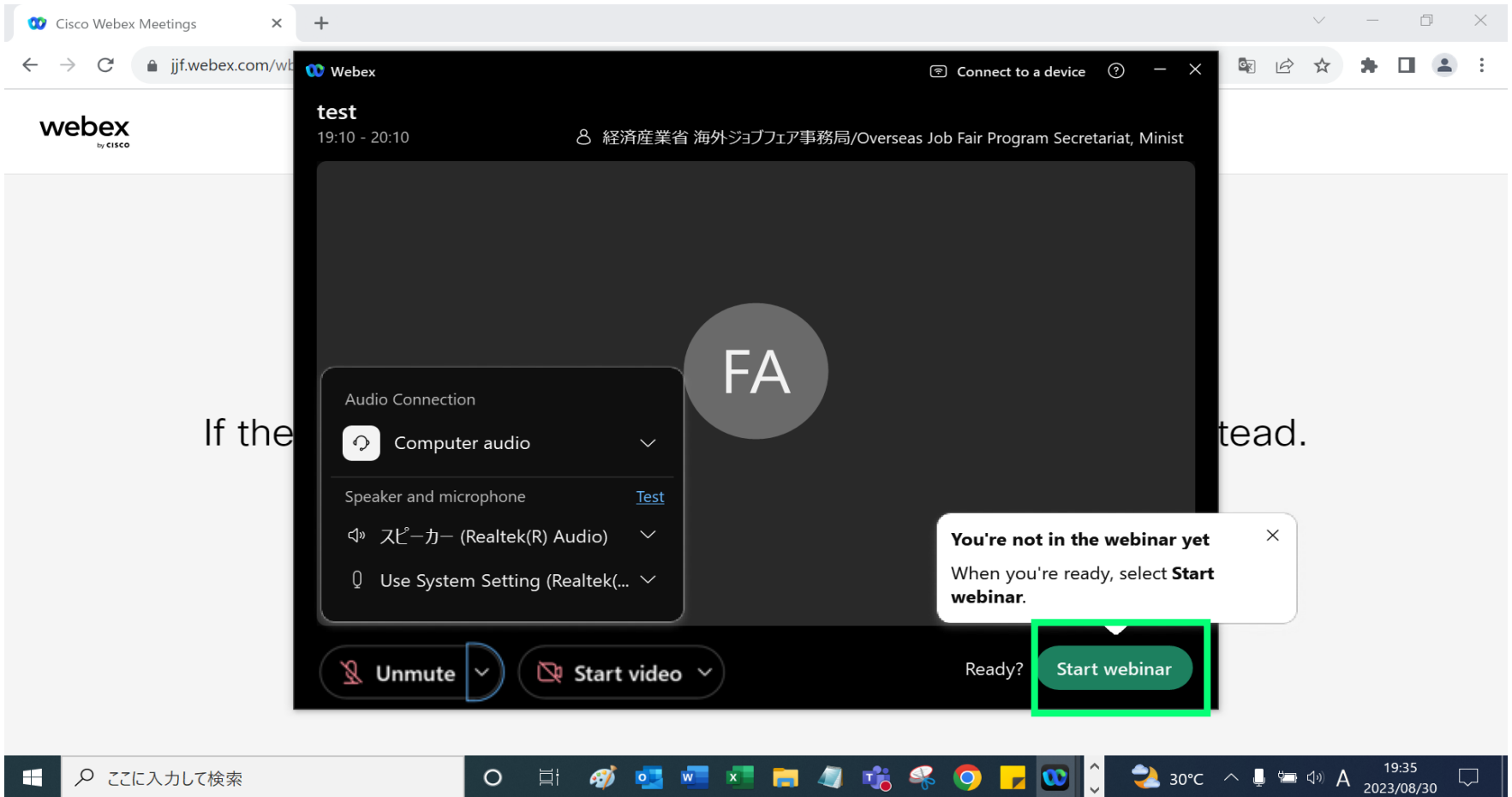
After completing the registration, please participate from the webex URL in the E-mail. [See P7](#) [P8](#) [P9](#)

# Cisco Webex User's Guide –For Participants–

## Start webinar

Click “Start Webinar.”

**You cannot use your microphone/camera while participating in the webinar.**





# Webinar screen

# Cisco Webex User's Guide –For Participants–

## Webinar screen

Company (●●Inc.)

OOOInc,. イメージ

RECRUITMENT  
採用説明会

We are hiring

Nov 17, 2020

発言中: Recruitment Officer (●●Inc.)

採用担当

Chat

To: All participants

Enter chat message here

Unmute Start video Share Record Apps

If you have any questions, please post them in Chat to All panelists.

# Cisco Webex User's Guide –For Participants–

## Webinar screen

Webex ウェビナー情報 メニューバーを非表示にする

01:43:45

発言中: Recruitment Officer (● Inc.)

Company (●●Inc.)

# Q&A

**Submitted questions will be answered by company Recruitment Officer during the final Q&A session.**

採用担当

Chat

To: All participants

Enter chat message here

Unmute Start video Share Record





**Participating using a  
smartphone or tablet**

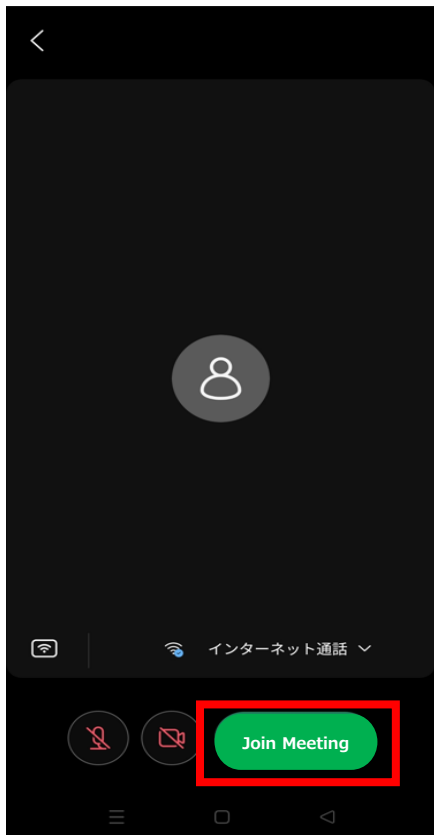
# Cisco Webex User's Guide –For Participants–

## Logging in (1) : Participating using a smartphone or tablet

Apply for guidance seminars and online job fairs from your **My Page. See P5 or P11.**  
Enter the webinar URL in [the registration completion E-mail.](#)

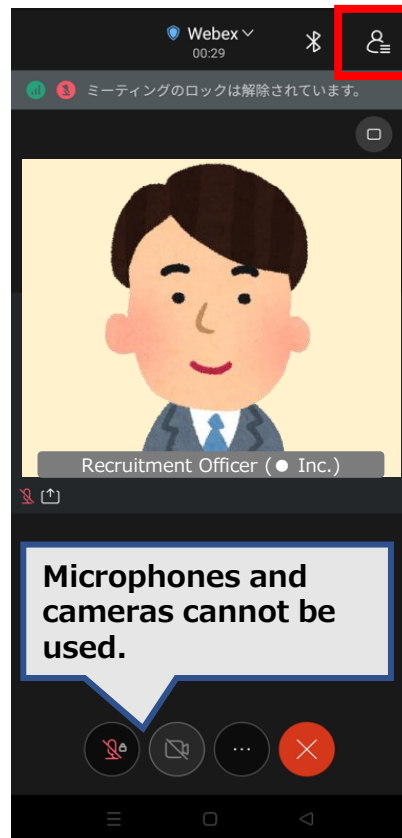
### STEP 1

Tap **Join Meeting.**



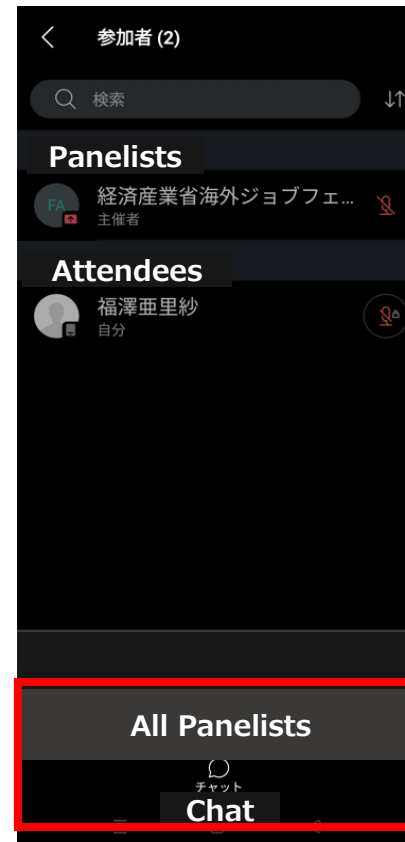
### STEP 2

Questions are chat only.  
Please click [the person mark.](#)



### STEP 3

During the webinar, please direct your questions to "All Panelists"



### STEP 4

we will answer in the last Q&A session.



## Cisco Webex User's Guide –For Participants–

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On the day of the seminar, if you cannot log in or experience other technical difficulties, please contact the office shown below.

**METI Overseas Job Fair/JAPAN JOB FAIR in ASIA 2023**  
(Management contractor: Pasona Inc.) E-mail [jjf@pasona.co.jp](mailto:jjf@pasona.co.jp)

◆ Dhaka PIC/Sara Tsuchida

TEL : +01323878844 E-mail : [sara.tsuchida@venturas-bd.com](mailto:sara.tsuchida@venturas-bd.com)

◆ Thailand/PIC Ratchapol Marmongkol

TEL : +66641069515 E-mail : [mratchapol@pasona.co.th](mailto:mratchapol@pasona.co.th)

◆ Malaysia/PIC Chu Ling Tzy

TEL : +60 0122726361 E-mail : [tchu@pasona.my](mailto:tchu@pasona.my)

◆ Indonesia

E-mail : [miko@dutagriyasarana.co.id](mailto:miko@dutagriyasarana.co.id)

◆ Vietnam/PIC Tran Nguyen Quynh Nhi / Cao Huynh Ngoc Mai

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