1) Go to → https://developer.webex.com
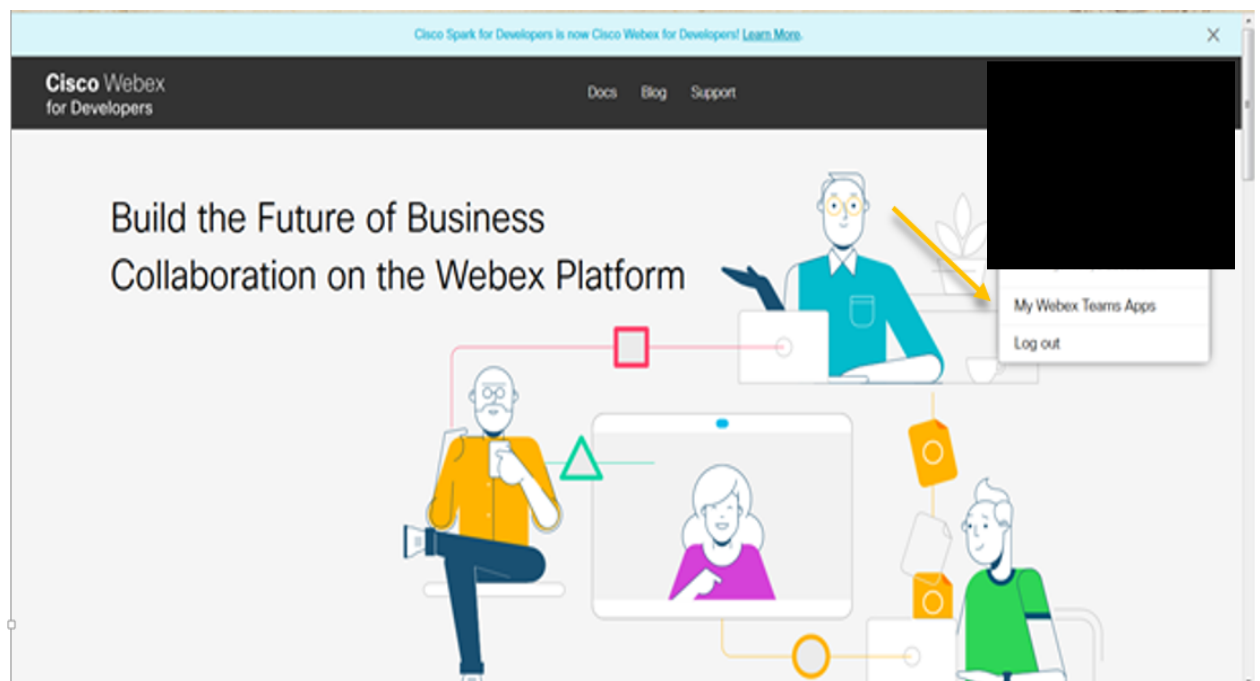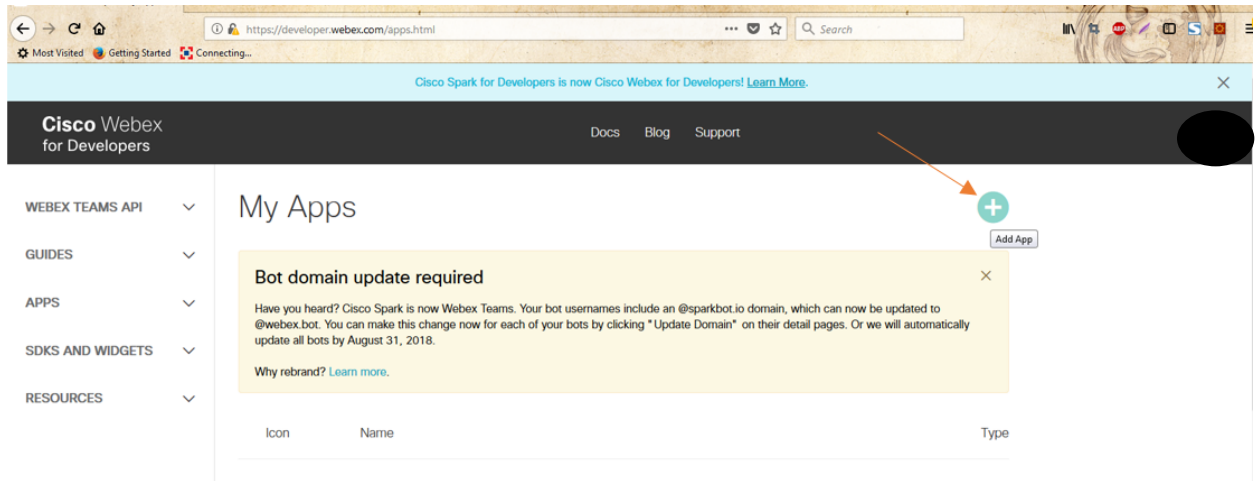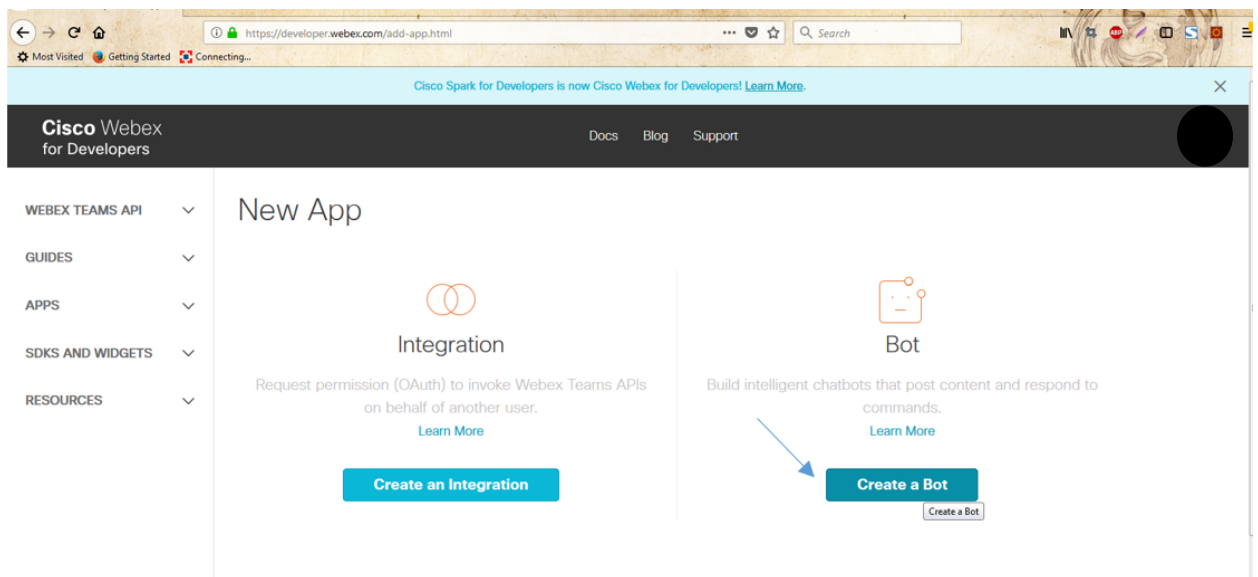2) Log in with the credentials
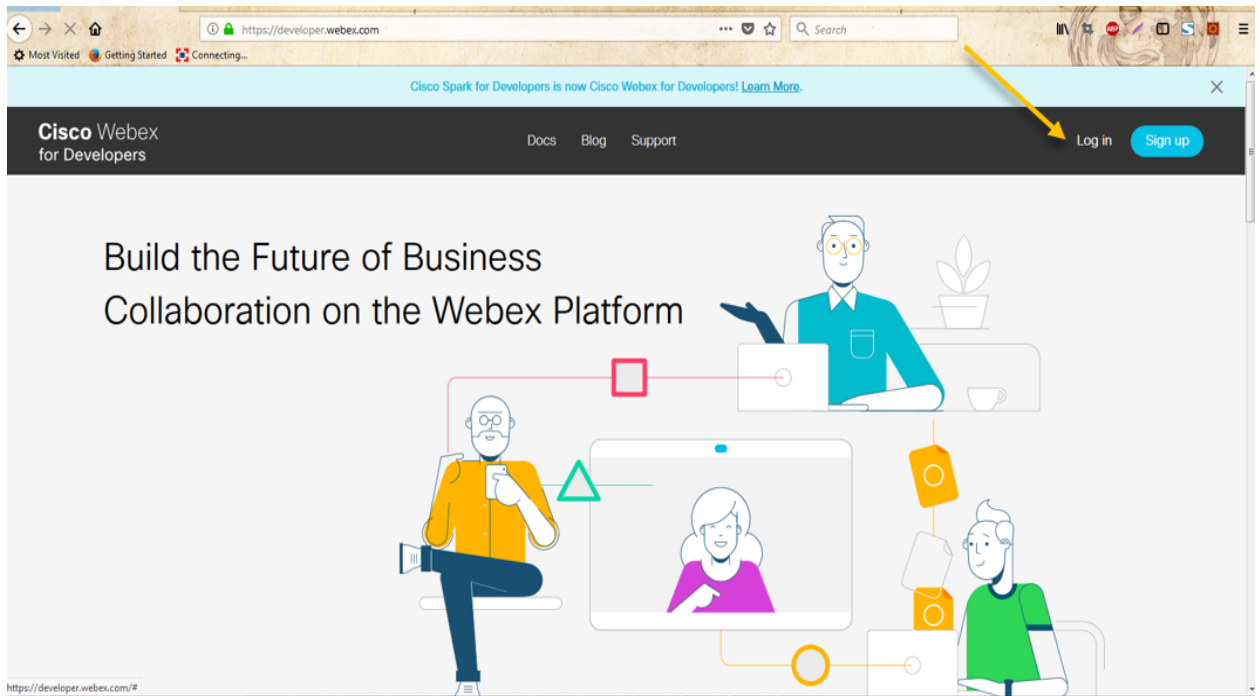
3) Click on My WebEx Teams Apps

4) click on Add **+** icon

5) Click on Create Bot button

6) Enter Name, Bot User name [Bot User name should be unique], select icon, add description and click on Create Bot button.

7) Save Bot ID ,Bot User name and Bot's access token.
Bot ID: XXXXXXXXXXXXXXXXXXXXXXXXWU4LWNlZDE5NQ

Bot Username: XXXX@webex.bot

Bot's Access Token: XXXXXXXXXXXXXXXXXXXXTQ3YjItZDFj