Zoom vs. WebEx

- The free version of Zoom has no time limit for sessions with two persons, and has a 40-minute time limit for larger groups.

- Zoom is also good for one-on-one meetings where you want to share your screen but do not feel like setting up WebEx.

- WebEx is not very suitable if the goal is seeing each other through video because it does not allow for the tiling of multiple screens at once – Zoom is definitely better than WebEx for that.

WebEx Meeting from Outlook

- Click the "Meet Now" button in your Outlook menu bar and a meeting will open on your screen. Done!

- You can share the link with whom you want to meet with by forwarding the email with the meeting links that will pop-up immediately in your inbox.

- You can also add a WebEx to any meeting that you are scheduling ahead of time by selecting "Add WebEx Meeting" from the menu bar when you are creating a new calendar appointment.