Add Someone to a Call or Meeting in Cisco Webex Teams

You can add people to your call or meeting that's already started. The person is invited as a guest, and you'll be able to share your screen or application with them. But, they're not added to the space and can't see any messages or shared content, including whiteboards or files.

You can add people who are new to the app, but you'll need their email addresses, and they'll need to register before answering. Depending on the Webex Teams plan your company has, you may be able to add more than one person.

The person you invite gets an invitation to join the call and can join or ignore it.

Windows, Mac, Web

From a call, go to and enter the person's name or email address.

iPhone, iPad, and Android

1. From a call, tap More and then select Add Guests to This Call. If you don't see any call options, tap anywhere on the screen to show them.

2. Enter the person's name or email address, then tap Invite.