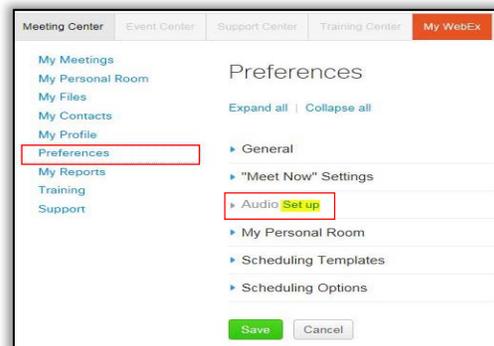


Setting Up Your WebEx Personal Pin

1. Click on **MyWebEx**.
2. Click on **Preferences**.



3. Click on **Audio Set up**.



4. Enter in your Primary **Phone Number**.
5. Create a **4-digit PIN**. Acceptable PINs will not contain sequential digits e.g., 1234, or repeat a digit 4 times, e.g., 1111
6. Click **Save**.

