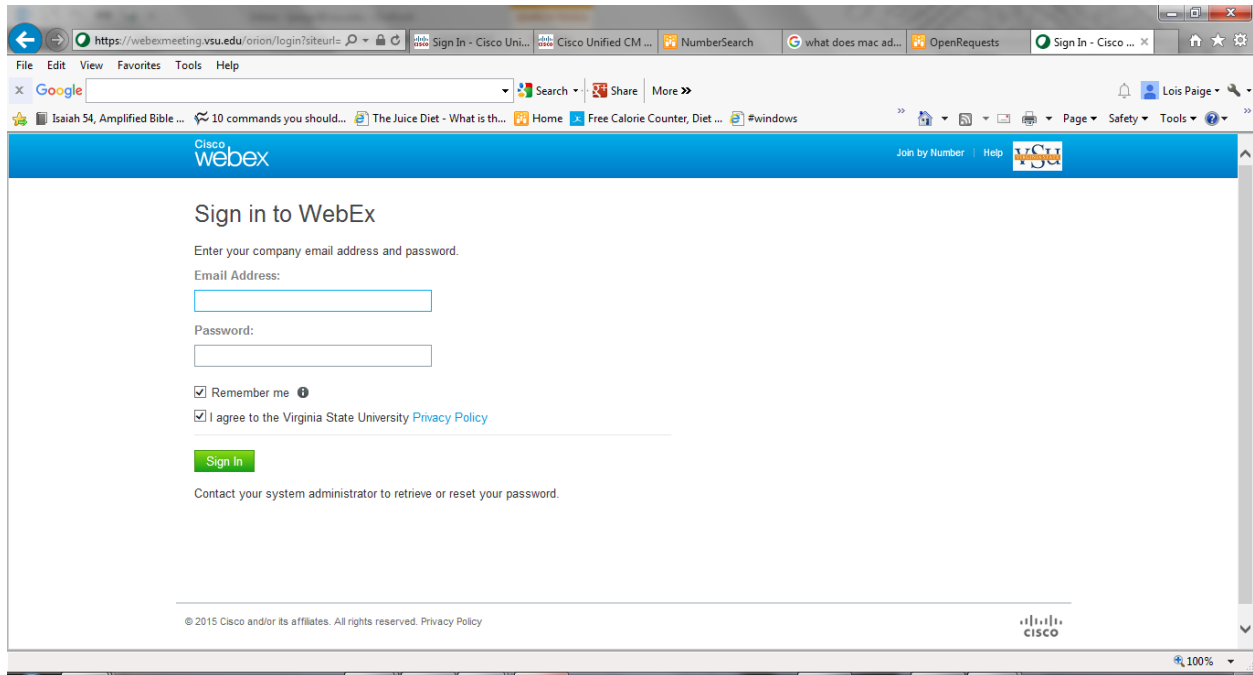
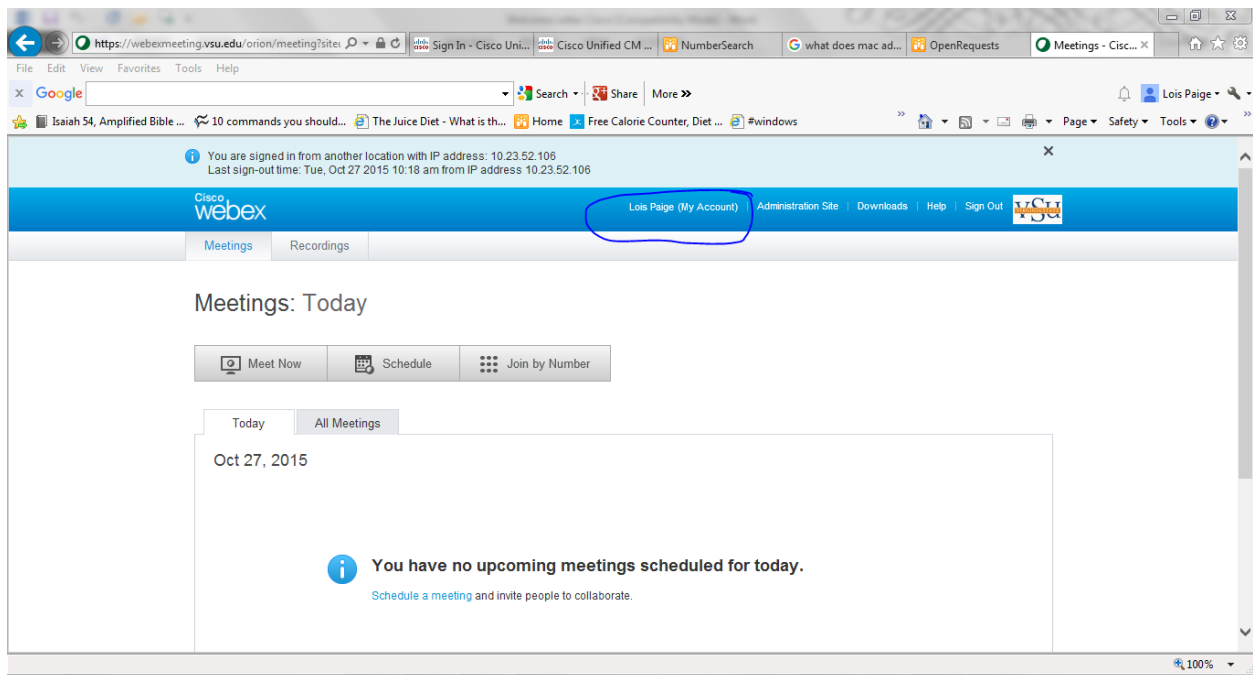


# To Silence the Entry and Exit of Participants on Audio Call

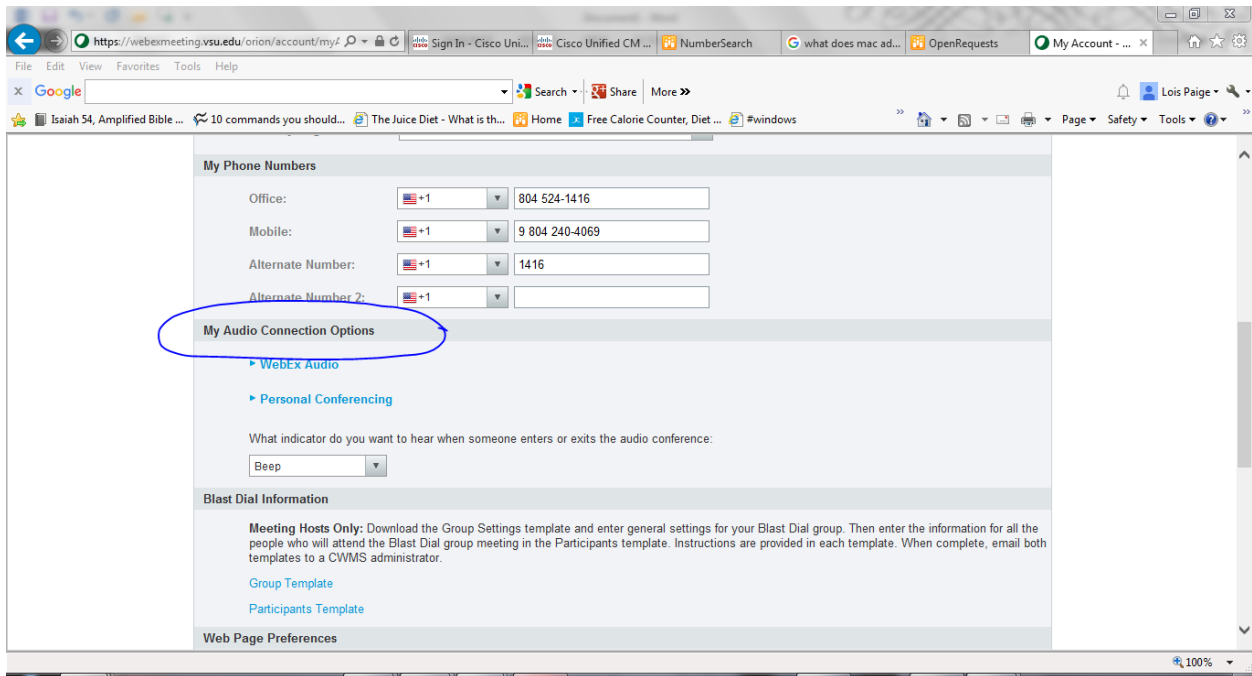
Step 1: Sign into WebEx at <https://webexmeeting.vsu.edu>



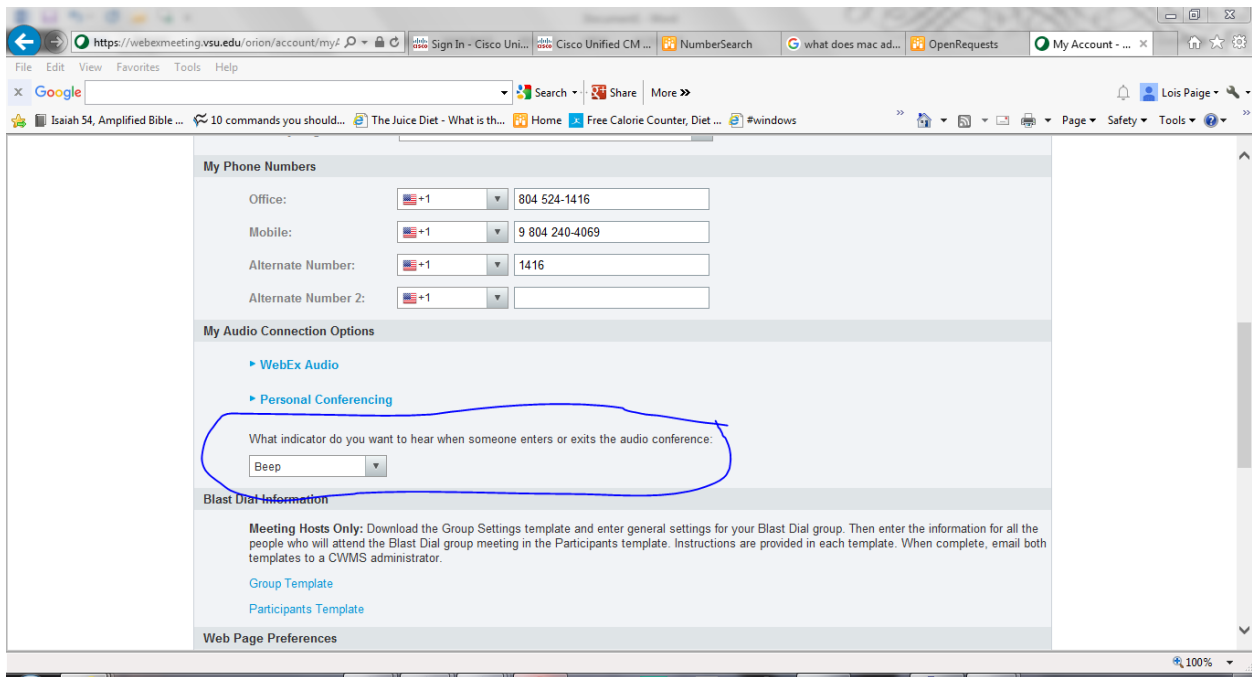
Step 2: Go to "My Account"



Step 3: Scroll down to "My Audio Connection Options"



Step 4: Click the drop down under “What indicator do you want to hear...”



Step 5: Select “No Tone”

Step 6: Update your new setting

Browser window showing a Cisco WebEx meeting configuration page. The address bar displays <https://webexmeeting.vsu.edu/orion/account/my/>. The page includes the following sections:

- Time Zone:** New York (Eastern Daylight Time, GMT-04:00)
- Language:** English
- Locale:** United States
- Note:** Changing the locale affects the display of times, dates, currency and numbers for this website.
- Session Options:** Scheduling Permission: [Empty field]
- Meet Now Settings:**
  - Topic:** Lois Paige's meeting
  - Meeting Password:** [Masked with 4 dots]
  - Confirm Password:** [Masked with 4 dots]

Buttons: Cancel, Update (circled in blue)

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