

# D&S Helpdesk

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## Audio Conferencing for Microsoft Teams

Trevor Leslie - 2020-09-08 - 0 Comments - in Office 365

If a client needs Audio Conferencing for Microsoft Teams (where people can phone into a Teams meeting) there are two options

1) pay per minute - cheap and multiple people can use it

takes more to setup - Check with Daniel and see the following links

<https://docs.microsoft.com/en-us/microsoftteams/set-up-audio-conferencing-in-teams>

<https://docs.microsoft.com/en-us/microsoftteams/audio-conferencing-in-office-365>

2) pay per user - currently only about \$6/mth/user

all you do is get Jason to get licensing, assign the license to a user and it emails the user with info/instructions - I've included the email Wayne at CS&D got below.

So if you get a request, check with Jason for current pricing.

**From:** Microsoft Audio Conferencing <[maccount@microsoft.com](mailto:maccount@microsoft.com)>

**Sent:** Tuesday September 8, 2020 11:24 am

**To:** Wayne Haves <[wayne@csdca.com](mailto:wayne@csdca.com)>

**Subject:** You now have Audio Conferencing for Microsoft Teams or Skype for Business Online – Here is your dial-in information and PIN

# You now have Audio Conferencing for Microsoft Teams or Skype for Business Online - Here is your dial-in information and PIN

Office 365 Audio Conferencing has been turned on for your account. With Audio Conferencing, you and your meeting participants can join by phone.

|          |  |
|----------|--|
| Name:    | Wayne Haves  |
| Account: | <a href="mailto:Wayne@csdca.com">Wayne@csdca.com</a> |

## Your Audio Conferencing information

Here are the credentials that you and your meeting participants can use to join by phone. This information will be added to any Skype for Business or Microsoft Teams meetings you create. To join a meeting by phone, dial the conference phone number and enter the conference ID.

|                          |                   |
|--------------------------|-------------------|
| Conference phone number: | +1 (647) 558-0821 |
|--------------------------|-------------------|

Note: You can get additional phone numbers by clicking the "Find a local number" link in your meeting invites.

## Your Audio Conferencing PIN

As the meeting organizer, you'll need to enter your PIN to start your meeting when you're the first person to join and you join by phone. As with any PIN, keep it confidential. You can reset your PIN via the reset PIN link that is included in your meeting invites or by contacting your Office 365 admin.

|                         |       |
|-------------------------|-------|
| Audio Conferencing PIN: | 60006 |
|-------------------------|-------|

- This is an automatically generated service communication. For -  
more information, please contact your administrator.



Tags

Office 365