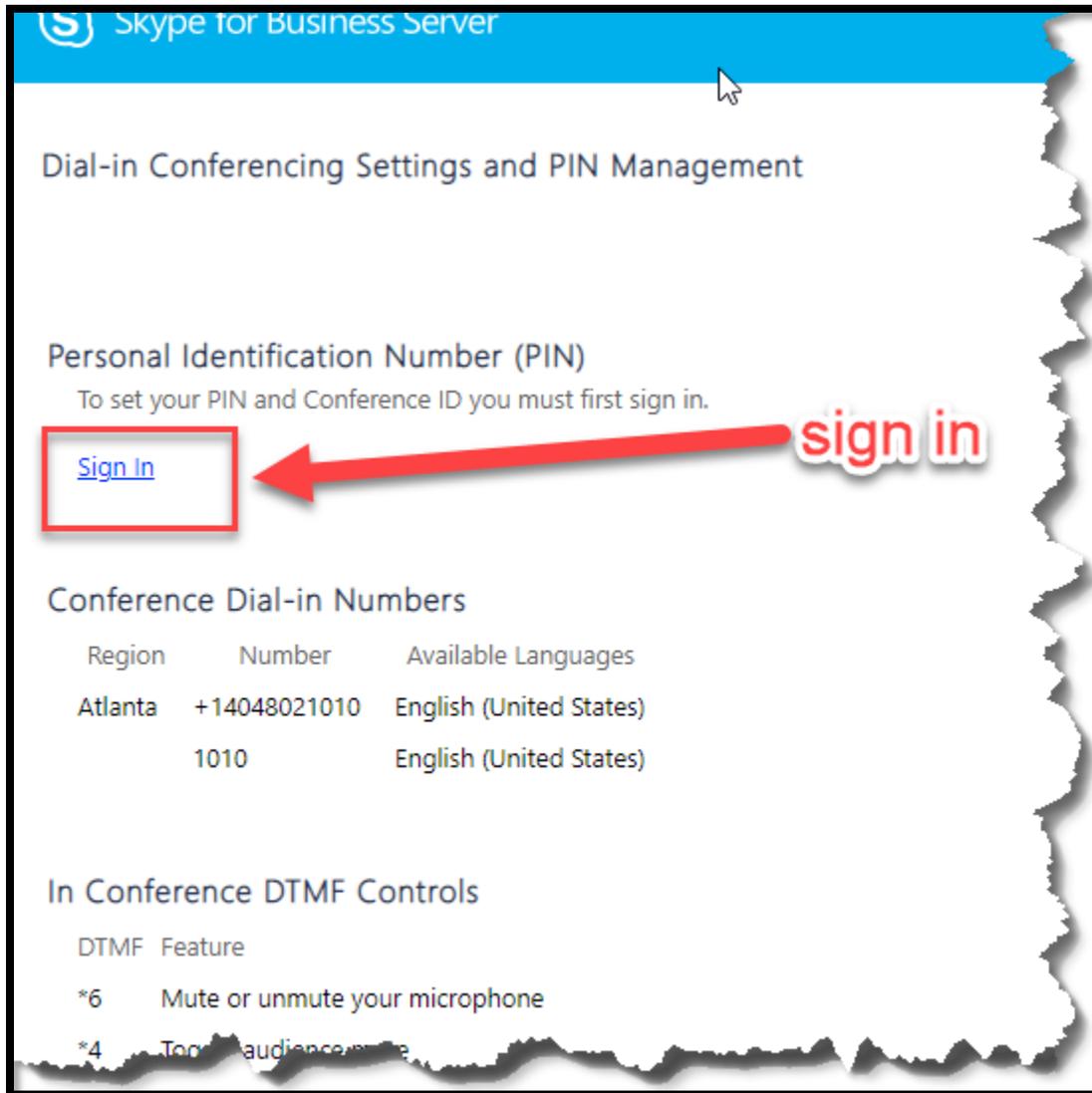


How to reset Skype for Business meeting leader's PIN

1. Type the following in the address bar of your favorite browser

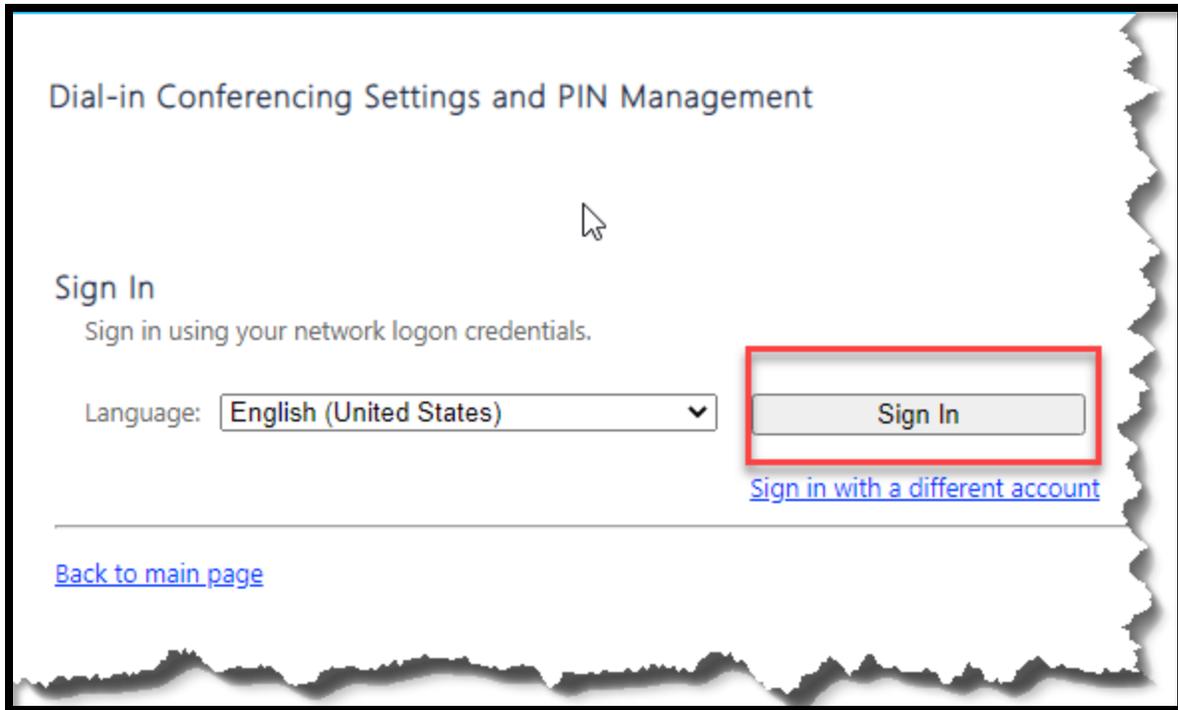
<https://dialin.apsk12.org/>

2. At the "Dial-in Conferencing settings and PIN Management" page, click on sign in

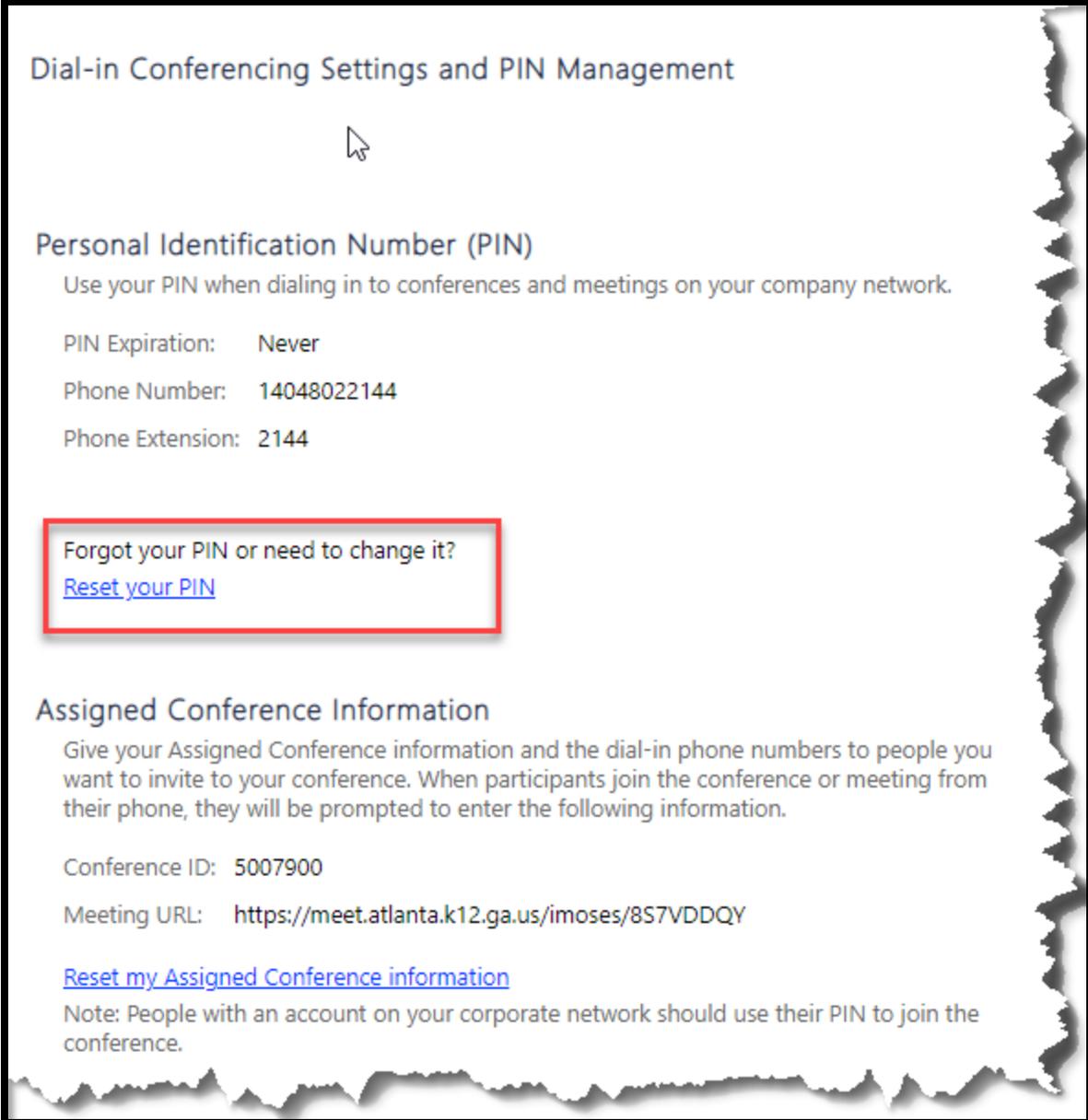


3. On the next page, click on the sign in button

How to reset Skype for Business meeting leader's PIN



4. On the next page, click on "Reset your PIN"



Dial-in Conferencing Settings and PIN Management

Personal Identification Number (PIN)

Use your PIN when dialing in to conferences and meetings on your company network.

PIN Expiration: Never

Phone Number: 14048022144

Phone Extension: 2144

Forgot your PIN or need to change it?
[Reset your PIN](#)

Assigned Conference Information

Give your Assigned Conference information and the dial-in phone numbers to people you want to invite to your conference. When participants join the conference or meeting from their phone, they will be prompted to enter the following information.

Conference ID: 5007900

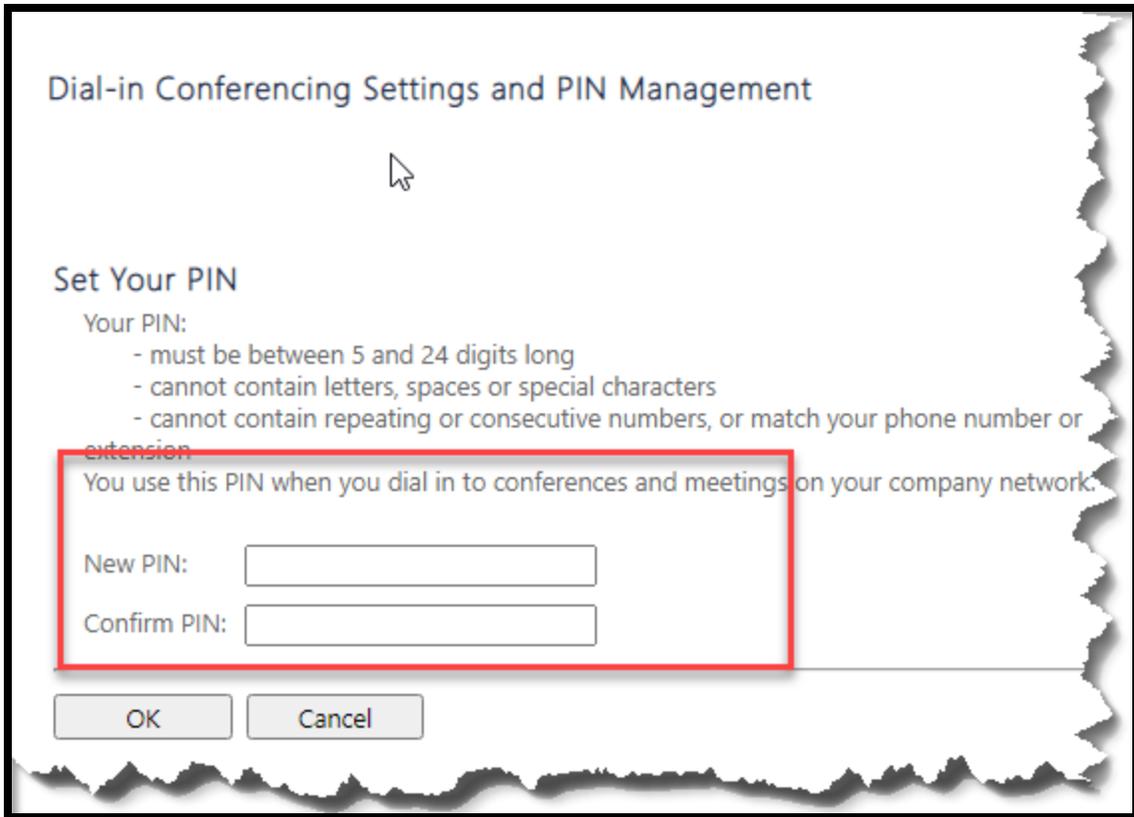
Meeting URL: <https://meet.atlanta.k12.ga.us/imoses/8S7VDDQY>

[Reset my Assigned Conference information](#)

Note: People with an account on your corporate network should use their PIN to join the conference.

5. On the next page, enter your desired PIN twice.

How to reset Skype for Business meeting leader's PIN



Dial-in Conferencing Settings and PIN Management

Set Your PIN

Your PIN:

- must be between 5 and 24 digits long
- cannot contain letters, spaces or special characters
- cannot contain repeating or consecutive numbers, or match your phone number or extension

You use this PIN when you dial in to conferences and meetings on your company network.

New PIN:

Confirm PIN:

OK Cancel

6. You should see the following:



Phone Number: 14048022144

Phone Extension: 2144

Forgot your PIN or need to change it?
[Reset your PIN](#)

Your PIN was successfully changed.

Assigned Conference Information

Give your Assigned Conference information and the dial-in phone numbers to people you want to invite to your conference. When participants join the conference or meeting from their phone, they will be prompted to enter the following information.