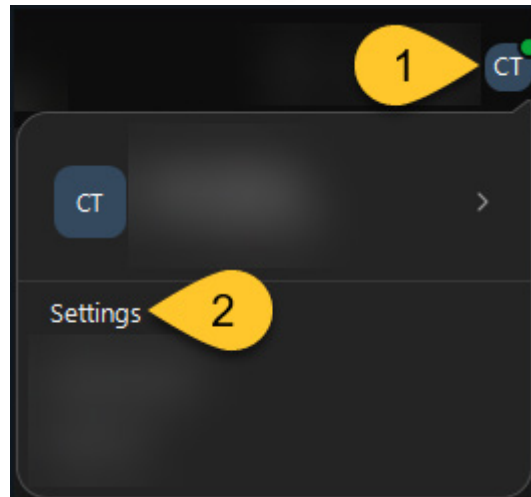


# How do I reduce Zoom Phone's ring volume?

While signed in to Zoom:

## STEP 1

Select your **profile photo** icon in the upper right corner.



## STEP 2

Select the **Settings** menu option.

## STEP 3

Select the **Audio** option from the left-hand menu.

## STEP 4

Change the **Ringtone** volume slider in the *Ringtones and notifications* section.

