Change Time Zone for Webex Calling Users

Contents

Introduction

This document describes detailed troubleshooting steps on how to change the time zone for the Webex calling users in control hub.

Prerequisites

Requirements

These steps can be performed by the admin of the organization.

Components Used

The information in this document was created from the devices in a specific lab environment. All of the devices used in this document started with a cleared (default) configuration. If your network is live, ensure that you understand the potential impact of any command.

Configure

This method allows the users to change the time zone for users on an admin level if the users do not have access to to change it from settings.webex.com.

 1) Log in to **admin.webex.com > Users > Select the user**.

2) Go to **Calling** -> scroll to the bottom to find the **Calling User Portal** and launch it. The user information is at the upper right. Click on Account Settings.

3) Under account settings, there is the option to change the Time Zone for the user.

Account Settings

Email
swaatisrinivasan+user2@gmail.com

Time Zone
America Los_Angeles

Announcement Language
English ▾

Choose a language to use f
announcements and voice

Email Language
English - American English ▾

Choose a language to use f
communication

Cancel

Note:

An enhancement request has been filed for this which would be that if the Time Zone for a location is changed, it changes the Time zone for all the users in that site.