KB Category:	How to Add Numbers to Existing Agent		
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Problem Description:	Add Number to Existing Agent
Symptoms and Cause of the issue:	Can't Call outbound

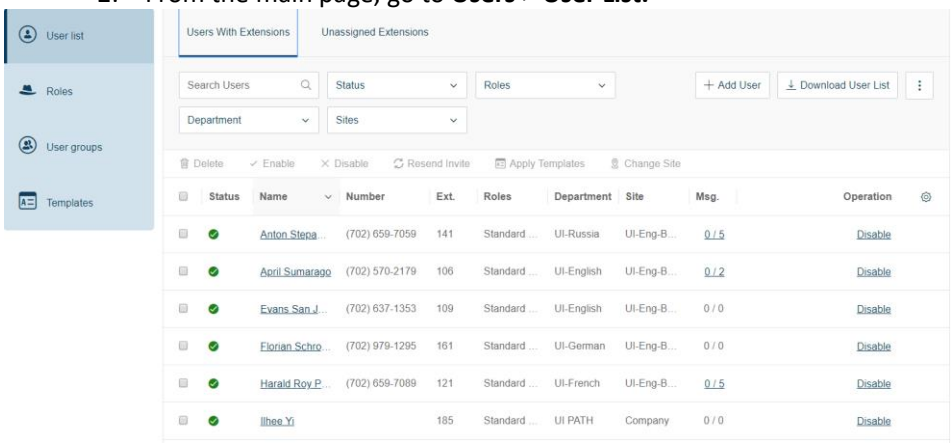
Figure 1

Steps:

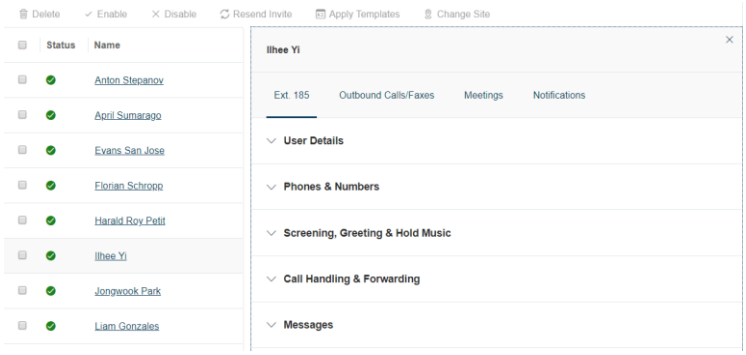
1. Log on to Ring Central's web console at Ring Central Login.
   >Phone Number: +17023890313#102

   >Password: !D******5

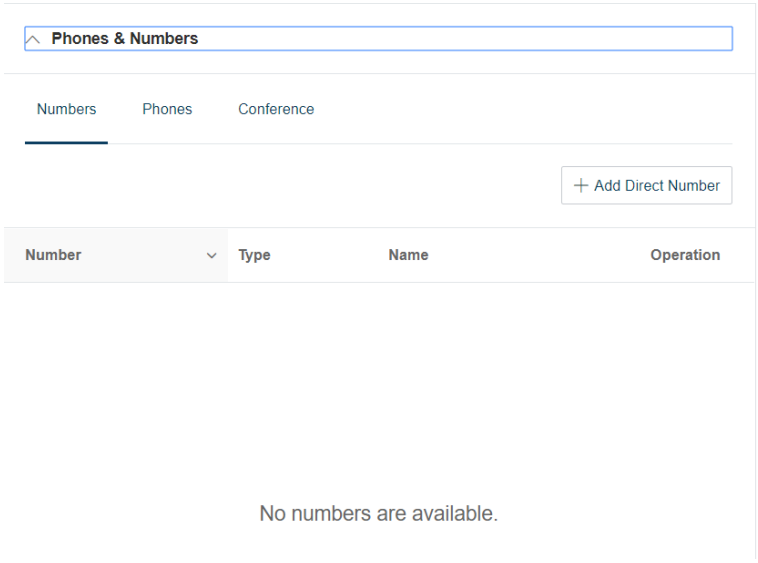
2. From the main page, go to **Users > User List.**



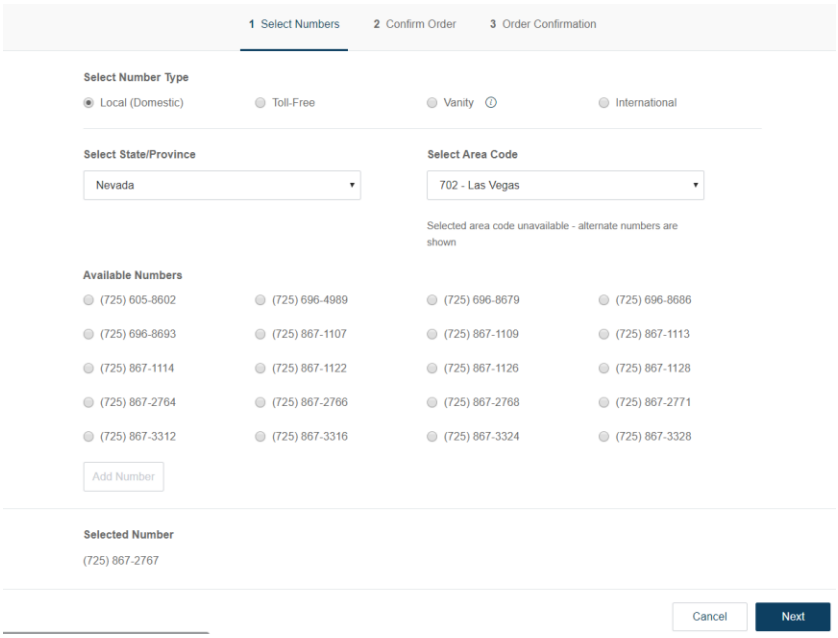
3. Check the User that doesn't have Number **Click the User.**



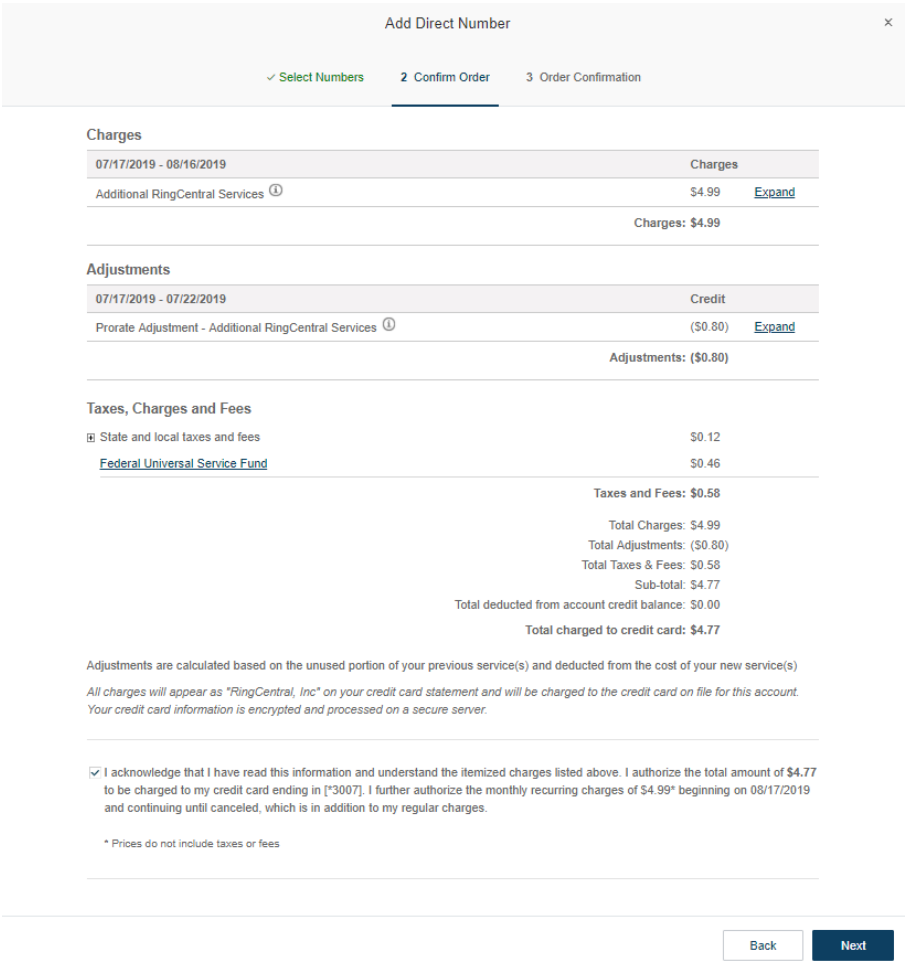
4. Click **Phone & Numbers** and Click **+ Add Direct Number**



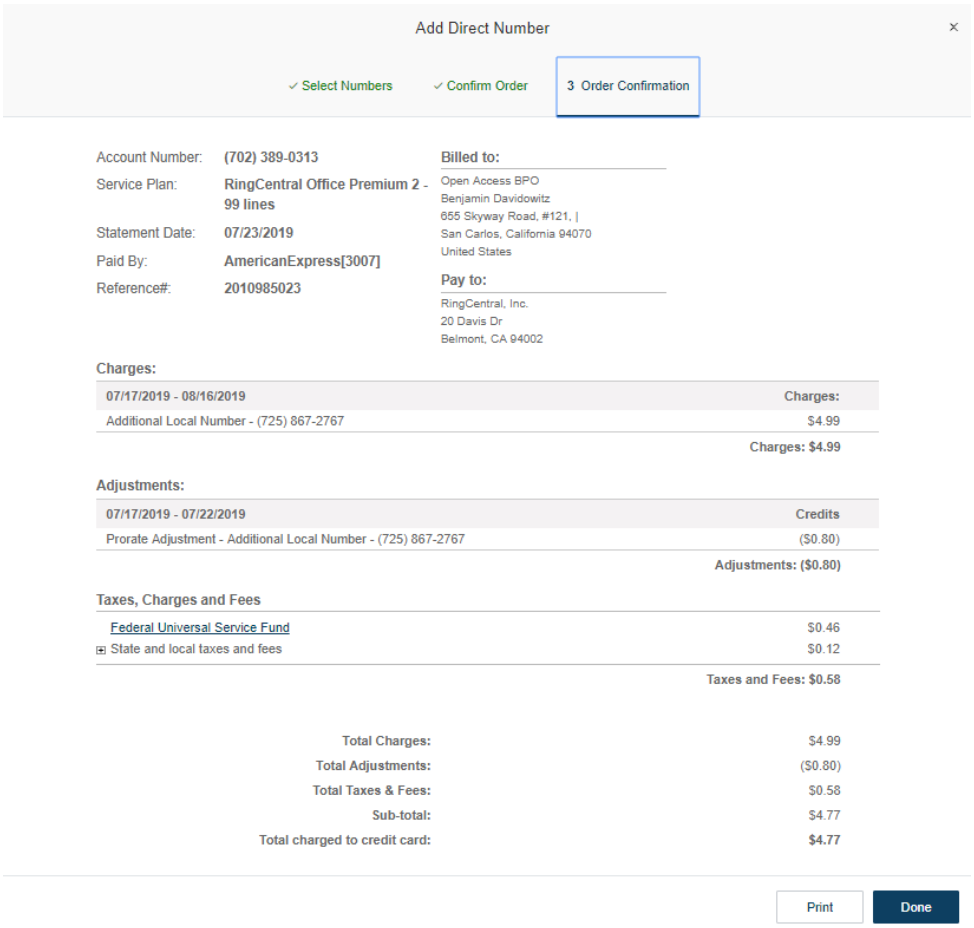
5. Click **Local (Domestic)**
   Choose *Select State/Province* "**Nevada"**
   Choose *Select Are Code* "**702 – Las Vegas"**
   Choose Available Numbers.
   Click **Add Number**
   Click **Next**



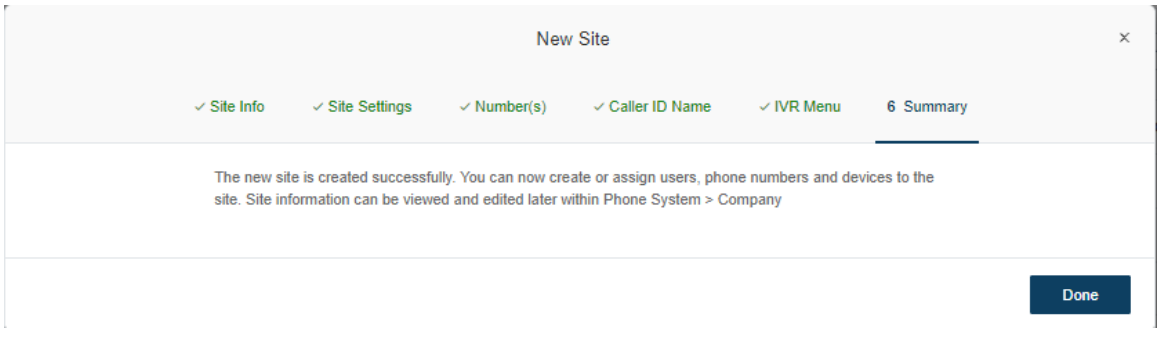
6. Check the **Agreement** and Click **Next**

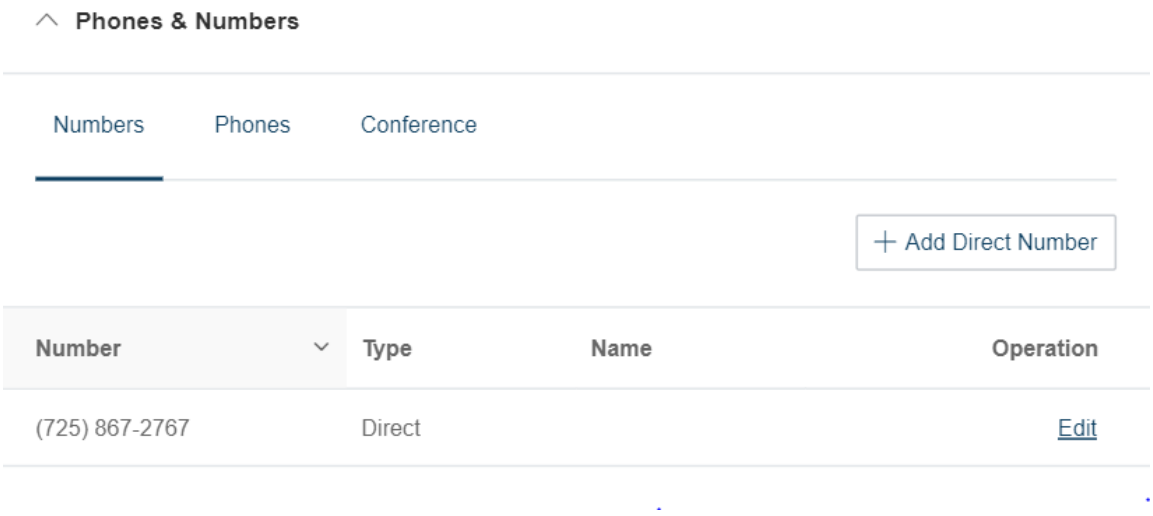


7. Screen shot the **Bill** and **Advise** Sir. Nate, (nmartinez@openaccessbpo.com) Click **Done.**



8. Click **Done.**



Verification:

1. Check **Phone & Numbers.**