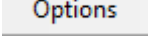
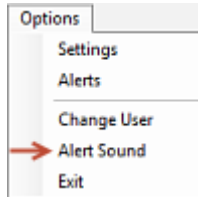
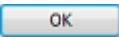


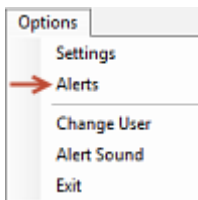
Change Default Audible Alert Sound

From the Notifications Manager Message Center on your desktop:

1. Select 'Options'  on the upper left.



2. Choose 'Alert Sound'.
3. If the new sound file is in the list that displays, click the 'Set As Default' link to the right of the file title you would like. [Set As Default](#)
4. Click 'OK'. 
5. If the new alert sound is not in your list, see [Upload Audible Alert Sound](#) in the Help Menu.
6. Click 'Options' again.



7. Choose 'Alerts' and you will be brought back to the Message Center.