## **ZOOM Settings for Better Audio in Online Education**

Compiled by Dr. Michael Jorgensen, Professor of Practice in Orchestral Strings Lehigh University

If you have not already, make sure you are running the Zoom Desktop Client (i.e. not logging into the Zoom website). You'll need to use a laptop or desktop computer to have access to the best audio settings (but tablets and phones will work in a pinch...without being able to make these changes, sadly). You can download the computer version here: <u>https://zoom.us/download#client\_4meeting</u>

Once you have created a login or signed in with your existing credentials, you can access the **Settings** Menu.



Here's a Mac image on where to find it:

Here's a PC image on where to find it:



Once in that menu, click on Audio....

Under **Microphone**, make sure **Automatically adjust microphone volume** is unchecked.

At the bottom of that menu, make sure Enable Stereo is checked. (You may or may not have this option!)

Here is a screenshot from my computer:

| •                   |  | Settings       |  |
|---------------------|--|----------------|--|
| General             | Speaker  | Test Speaker   | Built-in Output (Internal Speakers)    |
| 🕞 Video             |  | Output Level:  |  |
| ∩ Audio             |  | Output Volume: | ◄ ◀                                    |
| Share Screen        | Microphono   |                | Puilt in Microphone (Internal Micropho |
| 💭 Chat              | Microphone   |                |  |
| Virtual Background  |  | Input Volume:  |  |
| O Recording         |  |                | Automatically adjust microphone volume |
| Profile             | Use separate audio device to play ringtone simultaneously                |                |  |
| <b>1</b> Statistics |  |                |  |
| 😇 Feedback          | ✓ Join audio by computer when joining a meeting                          |                |  |
| Keyboard Shortcuts  | Mute microphone when joining a meeting                                   |                |  |
|                     | Enable stereo  |                |  |
| Accessibility       | Do not prompt to join audio when joining a meeting using 3rd party audio |                |  |
|                     | Press and hold SPACE key to temporarily unmute yourself                  |                |  |
|                     |  |                | Advanced                               |

Now, click on Advanced (at the bottom of the screen)

You PROBABLY need to do this BEFORE you're in a meeting (it did not show up for me as an option until I was not in a meeting), but make sure **Show in-meeting option to "Enable Original Sound" from microphone** is checked. Zoom thinks our playing is a human speaking, so it processes it differently than the microphone. So, we want to use Original Sound from the microphone!

Make sure Suppress Persistent Background Noise is set to DISABLE.

Make sure Suppress Intermittent Background Noise is set to DISABLE.

Here's an image of what that looks like on my computer:



In your session, make sure you click the top left image so that it says **Turn off Original Sound**. This looks weird, but it means that Original Sound from the microphone is actually on!

Here's a screenshot from my computer:



If you have any questions/concerns, please feel free to email me at mij213@lehigh.edu!