

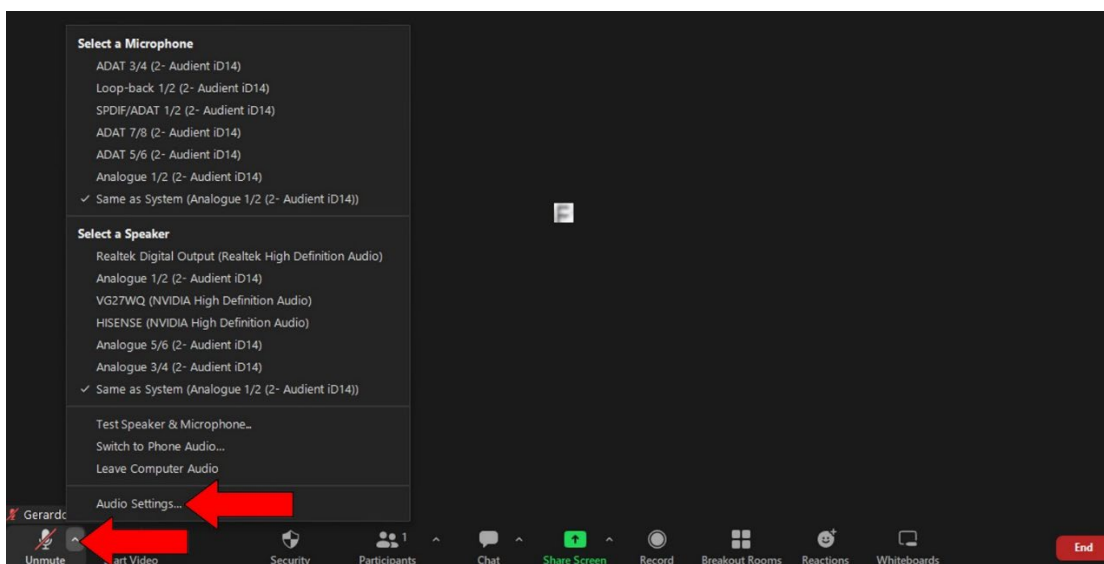
Is your Zoom audio too quiet?

Two tips to adjust your audio settings

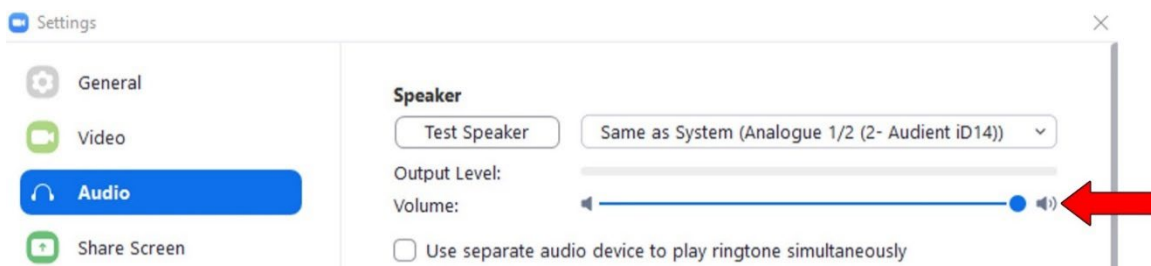
1 Adjust your speaker/headphone volume.

Your device and Zoom have separate audio controls. You can adjust your device volume and Zoom volume to meet your needs.

1. Set your device's volume to 50% or higher.
2. Launch **Zoom**.
3. In the bottom-left of the window, click the **up arrow** next to the microphone icon.



4. Click **Audio Settings**.
5. Adjust the **Speaker** volume to the right level for you.
 - ▶ Click **Test Speaker**. If you don't hear anything, try changing the device in the **Speaker** drop-down menu.

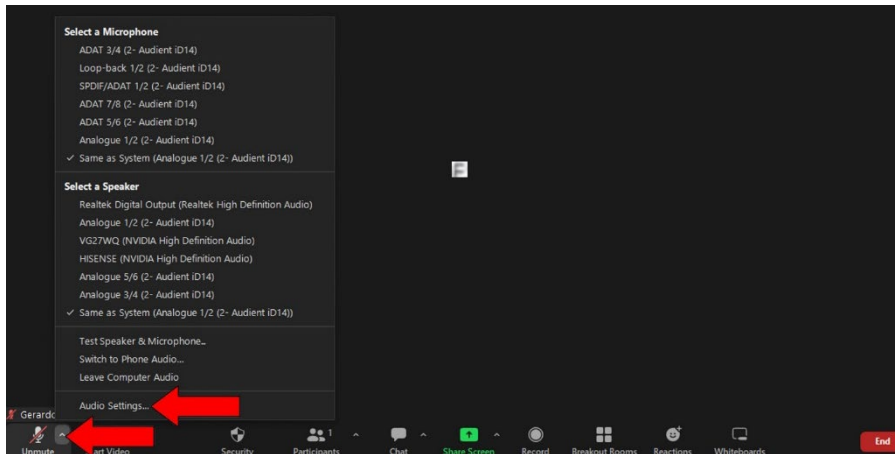


6. Click the **X** button to close the **Settings** window.

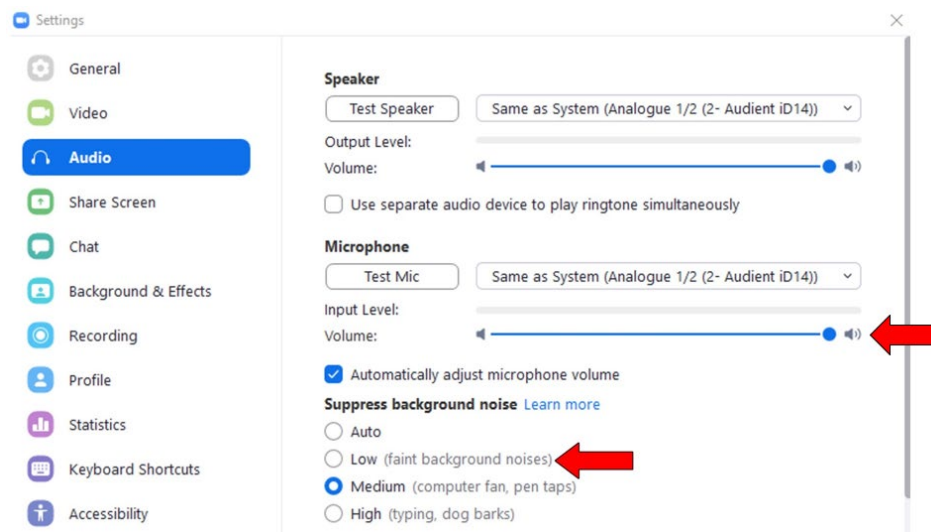
2 Adjust your microphone settings.

You can adjust Zoom's microphone settings to make your voice louder. You can adjust Zoom's background noise suppression settings to filter out less sound.

1. Launch **Zoom**.
2. In the bottom-left of the window, click the **up arrow** next to the microphone icon.



3. Click **Audio Settings**.
4. Adjust the **Microphone** volume to the right level for you.
 - ▶ Click **Test Mic** and say something. If Zoom doesn't detect your voice, try changing the device in the **Microphone** drop-down menu.



5. Change the **Suppress background noise** setting to **Low**.
 - ▶ The lower the setting, the less sound Zoom filters out. (The **Auto** setting lets Zoom automatically adjust the suppression level.)
6. Click the **X** button to close the **Settings** window.