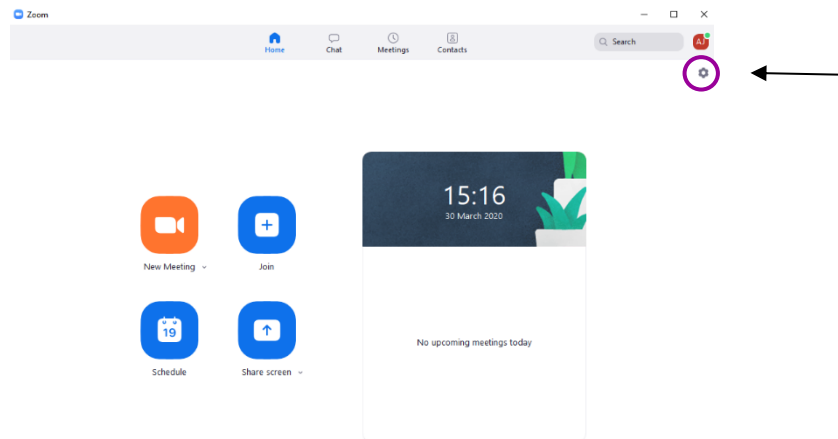


Many thanks to Andy Johnson of Northamptonshire Music and Performing Arts Trust for this information:

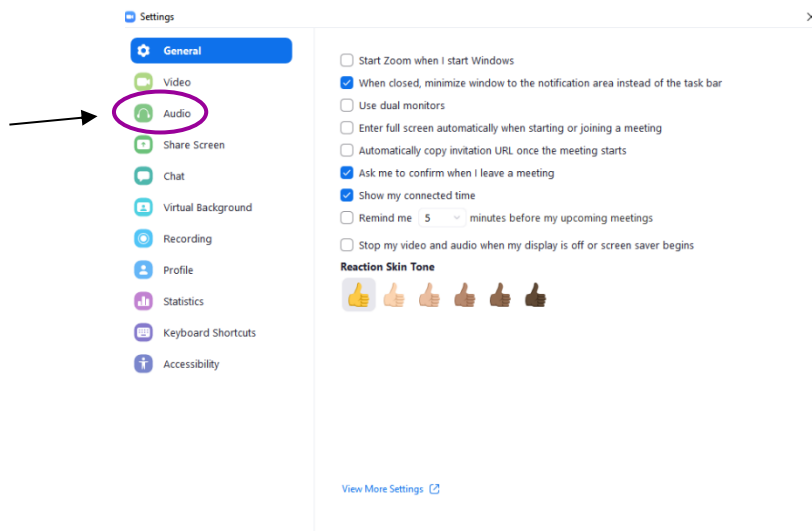
Altering the Audio Settings in Zoom

These settings can only be changed on a laptop/desktop computer

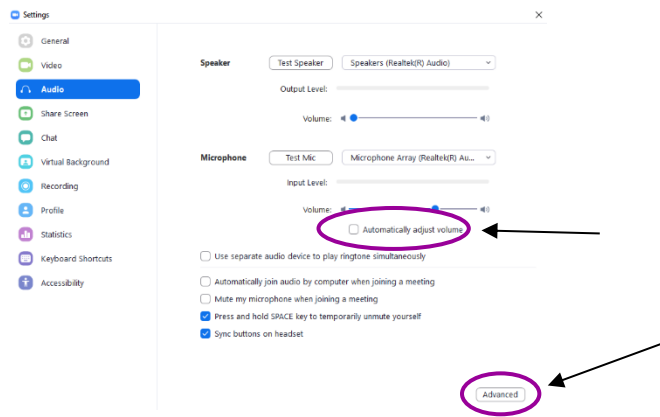
1) Open the Zoom App and select the little cog in the top right hand corner



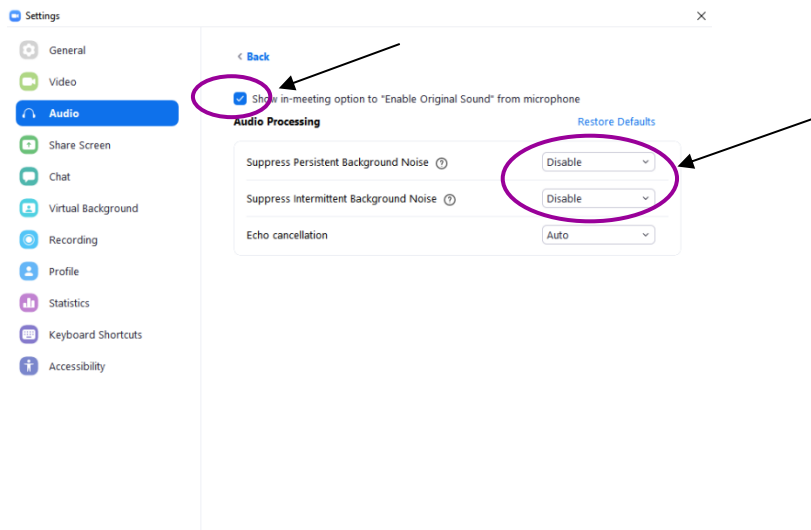
2) Select “Audio” from the left hand pane



3) Untick the “Automatically adjust volume” setting beneath the microphone section, then click “Advanced”.



4) Tick “Show in-meeting option to “Enable Original Sound” from microphone and make sure the top 2 boxes says “Disable”



5) Within the session, in the top left corner it will say “Turn On Original Sound” (you may need to hover your mouse up there to get the option to appear). Click on that and it will be highlighted in blue and change the text to “Turn off Original Sound” – this means it has been enabled. If you always use the same microphone, you can click the Down Arrow next to the text and it will give you the option to select a microphone to always use original sound.

