

# Adobe Connect: Enhancing audio quality

The following job aid contains different steps that a presenter can take to adjust and enhance the audio quality of a presentation.

## 1. Use an External Microphone

Try to avoid using an internal microphone (e.g., like the one's on a laptop). Instead, considering purchasing a basic headset like this one (in the picture below) from Logitech.



Stay cool with Logitech's Digital Precision PC Gaming Headset. The cushioned headset fits behind the head and features a unique open-air design that keeps your ears cool and comfortable over extended gaming sessions.

Take advantage of pure digital audio with the included plug-and-play USB adapter, or connect the dual

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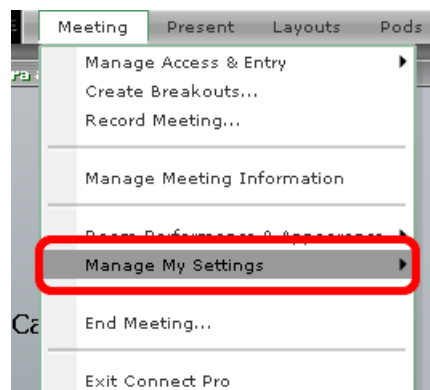
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USD 49.99

## 2. Adjust Audio Settings in your meeting

Regardless of the microphone you use, you need to adjust your audio settings.

This can be done by presenters in a meeting. Enter a meeting you have created. Once in the meeting, click on the Meeting tab and then Manage My Settings



Then click on Audio Setup Wizard...

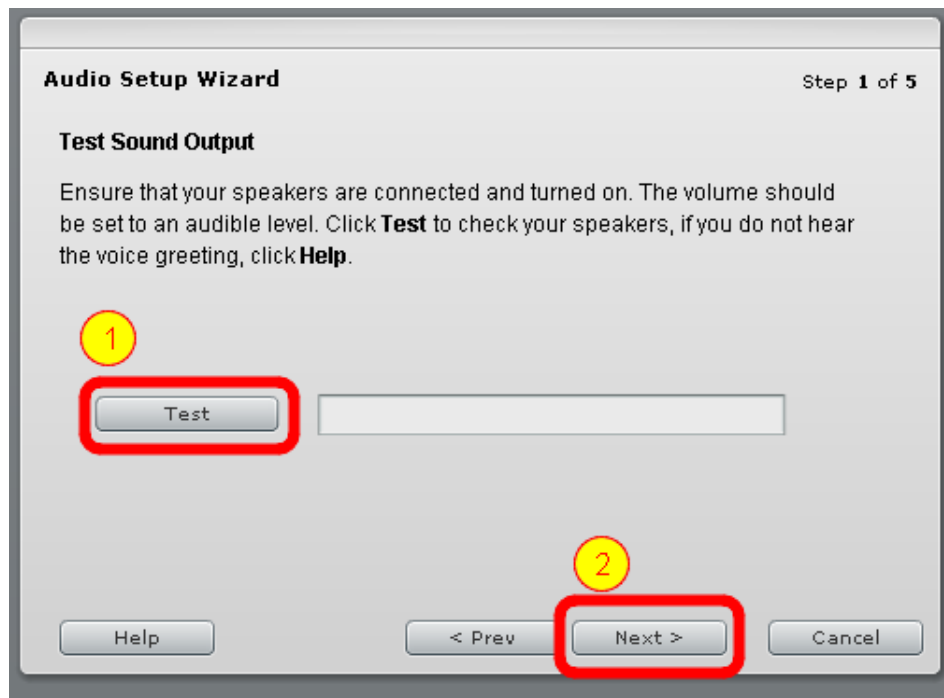


Then click Next



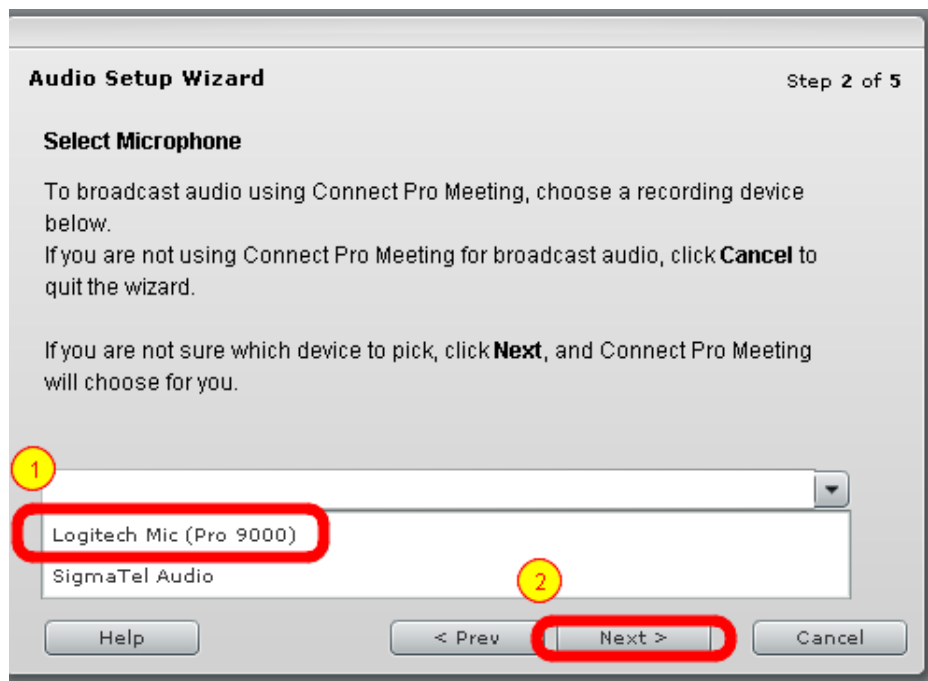
Test Sound Output

First click Test to test your sound output and then next.



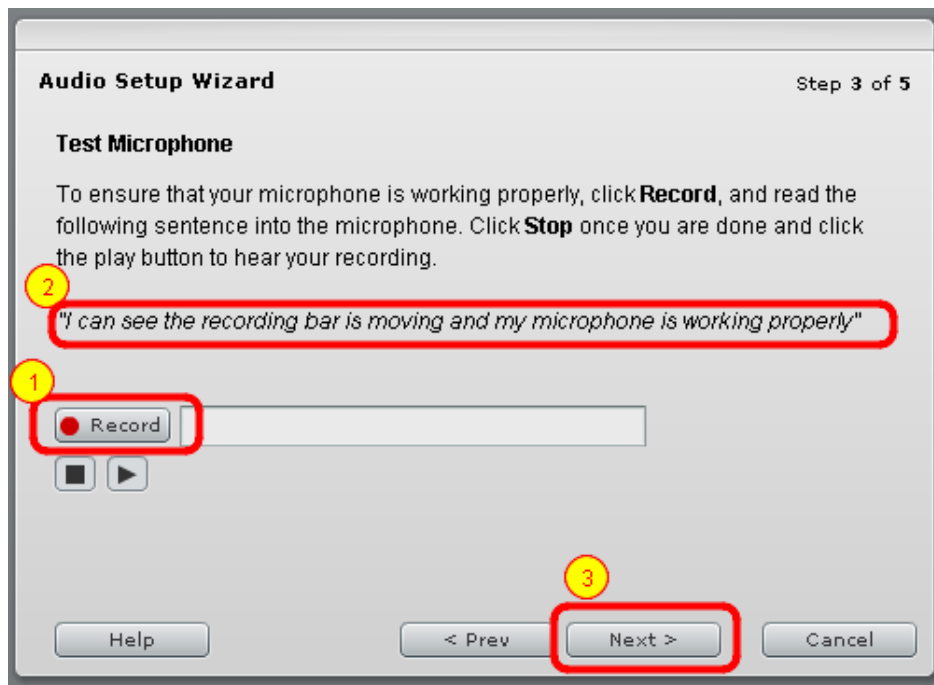
## Select the microphone

Select the microphone you want to use from the drop down list and then click Next



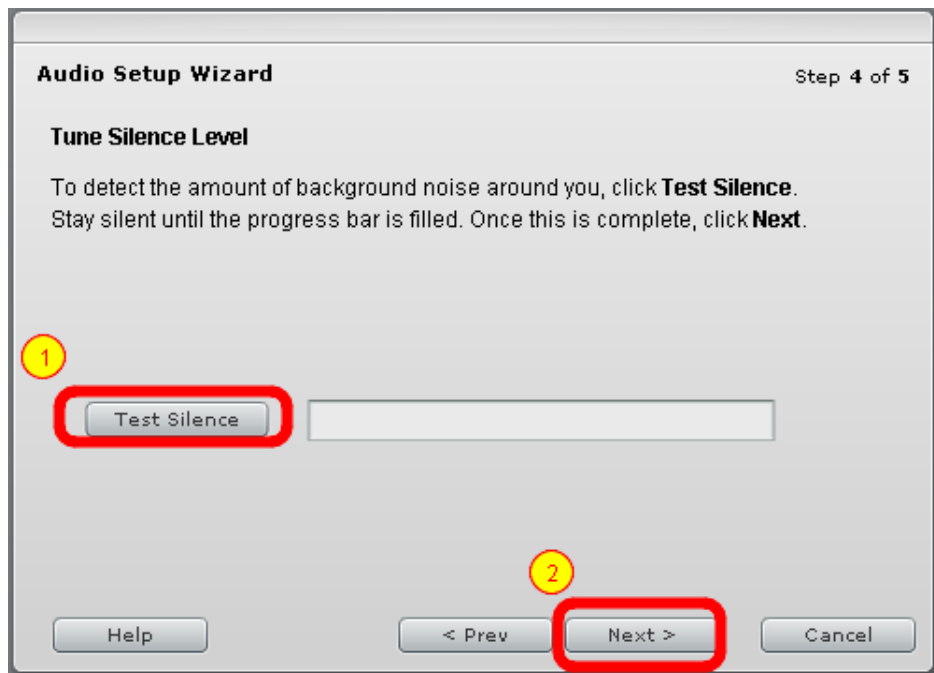
## Test Microphone

Help Connect automatically adjust your audio settings by clicking Record and reading the sentence. Then click Next.



## Test Silence

Click Test Silence while staying quite. Then click Next



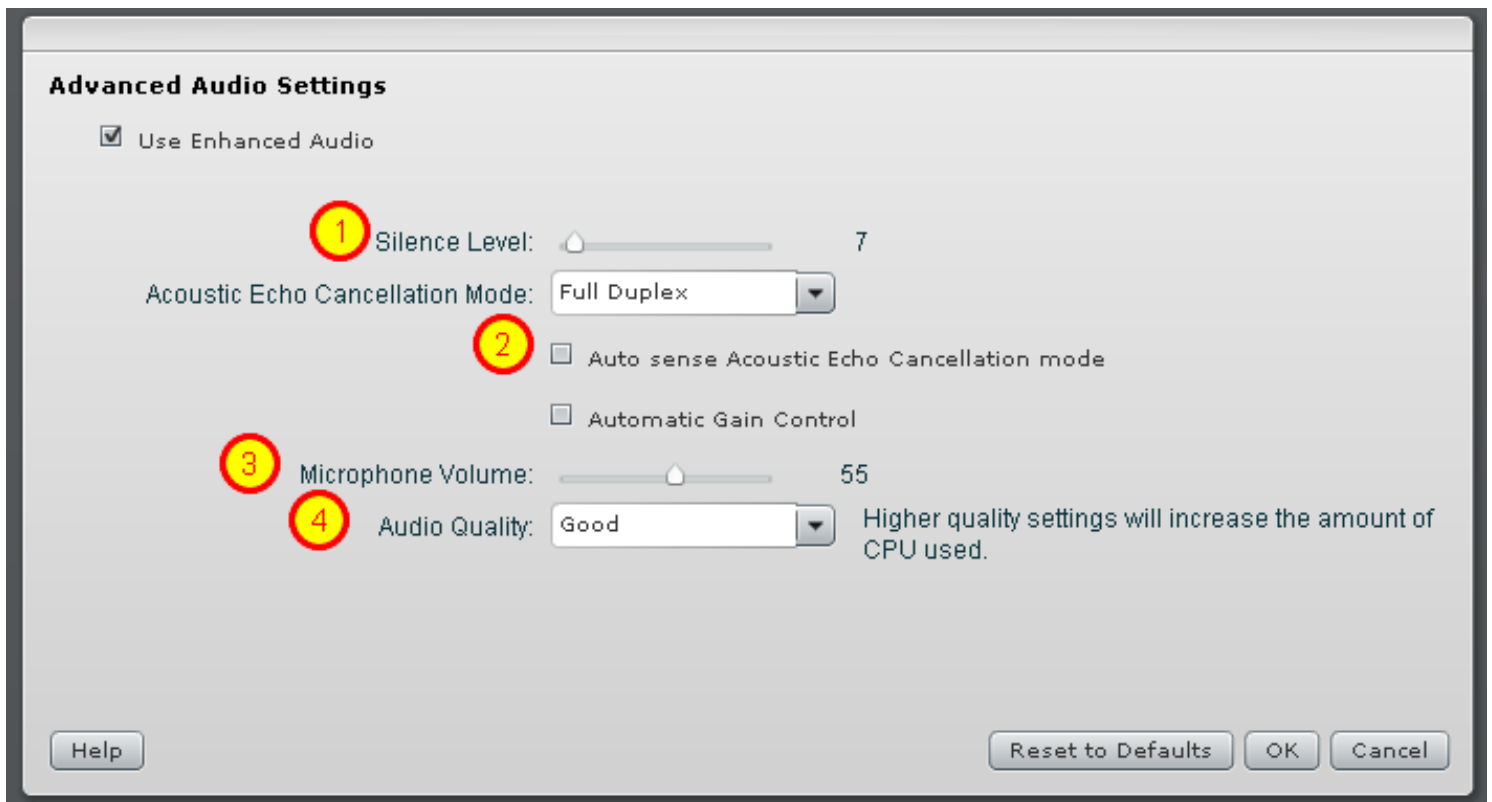
## Advanced Settings

Click advanced settings to tweak any of the specific settings. After you have completed the audio setup wizard and if you still have problems, this is where you should begin. Click on Advanced Settings.



### Adjust each setting as needed and click OK

If you go through the audio setup wizard, your settings are likely to look differently than these. Unfortunately there doesn't appear to be specific rules on what to change for all audio problems. Audio problems can be caused by a host of things. However, you can try (1) adjusting the silence level, (2) deselecting auto sense acoustic echo cancellation mode, (3) adjust microphone volume, and (4) adjust audio quality.



## Click Finish



## 3. Talk slowly

Talking too fast can cause problems with Connect.

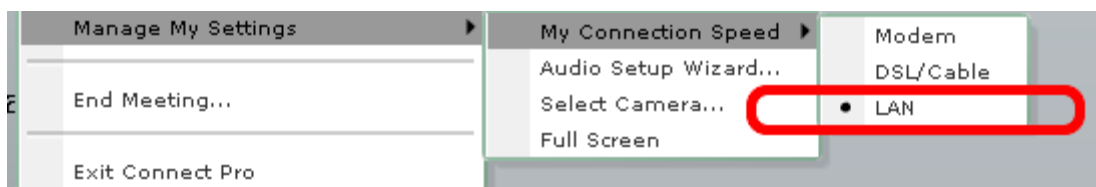
## 4. Bandwidth

Always strive to be on a land line and avoid using a wireless connection when you are presenting and/or recording.

Try to avoid having any applications or windows open that are not needed.

Adjust Bandwidth settings as needed in Connect.

Click on Manage My Settings (like before) but instead of doing the Audio Setup Wizard, click on **My Connection Speed** and adjust.



## 5. Identify how you want to talk

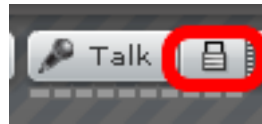
Adobe Connect allows you to use a Hands-free method or a Hold to Talk method. You need to decide which method you will use. The problem with the Hands-free method is that it can keep others from

talking at the same time. Click on the Lock to select your method.



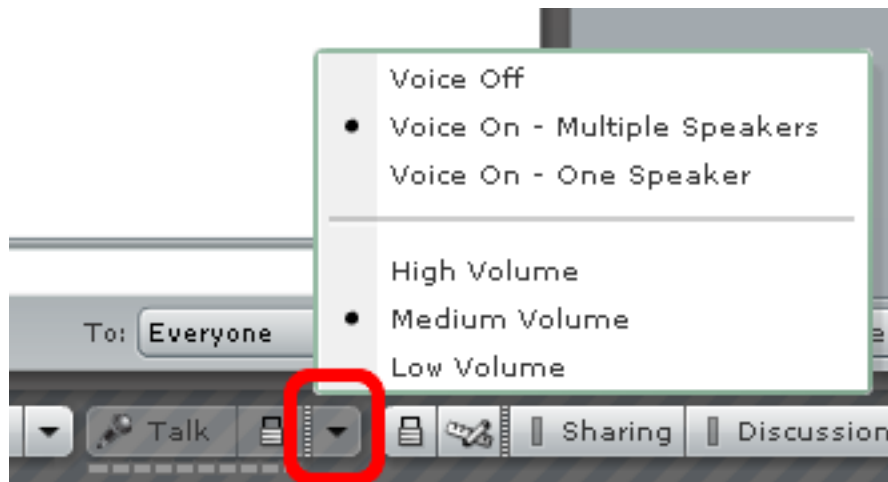
## Hands-free

You can notice when its hands-free because you can see the green indicators and the button looks like its pressed in even when you are not clicking on it



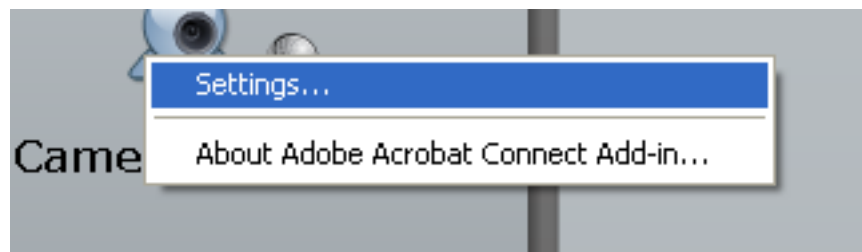
## Adjust Volume & Speakers

You can also adjust the audio settings by clicking on the down arrow



## 6. Quickly adjust your settings

With your mouse over the camera and voice pod, right click your mouse and click on **Settings...**



From this screen, click on different icons (e.g., the microphone or the camera) and adjust the settings.



## 7. Reducing Echo's

There are a number of settings that supposedly help reduce any echo. However, you can also get echo's from having two instances of a meeting open or by having the audio that is coming out of your speakers detected by your microphone. A headset microphone can help address this.