Adobe Connect Audio Check

Perform the following Audio Check to determine your audio preferences in preparation for an Adobe Connect Meeting.

1. Once inside the Adobe Connect Meeting Room, Select Meeting from the top menu bar and then select “Audio Setup Wizard”

2. The Audio Setup Wizard will now start – Click Next to Advance

3. Step 1 will “Test Sound Output” – make sure you have a) plugged in your headset and b) when you click on “Play Sound” make sure that the sound is coming from your headset and NOT your computer’s speakers. Then click “Next”
4. **Step 2** will ask you to “Select Microphone” – from the dropdown list, select the microphone you will be using (It is **highly recommended** that you use a USB Headset and not your computer’s microphone). Then click “Next”

5. **Step 3** will “Tune Microphone Volume” – Hit “Record” and speak into your microphone. “Play Recording” to ensure that your voice is being recorded. Then click “Next”

*When you select “Record” a pop-up may appear saying that connect.fiu.edu is requesting access to your camera and microphone. Click “Allow”

**If your microphone is not recording, click “Prev” and try selecting another microphone, until you have selected the correct one.
6. **Step 4** will “Tune Silence Level” – click on “Test Silence” to detect the amount of background noise around you. Then click “Next”

![Audio Setup Wizard - Step 4(4)](image)

7. You should receive a message letting you know that your Audio has been set-up successfully. Click “Finish”

![Audio Setup Successful](image)

8. When you are back in the Adobe Connect room, make sure the microphone icon on the top is green:

![Microphone Icon](image)

If you encounter any issues setting up your Audio in Adobe Connect, please contact the FIU Online Support Services team right away to troubleshoot: [http://online.fiu.edu/supportservices](http://online.fiu.edu/supportservices)