

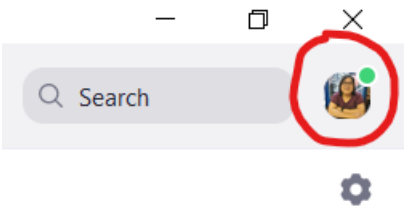


Top tips on improving sound on Zoom music sessions

This guide is aimed at participants attending a music session on Zoom to make adjustments on their devices so that they enjoy the music session with better quality of sound. It is assumed you will be using a computer, laptop or a tablet to connect to your Zoom session.

(1)Update your Zoom software to the latest version

The first thing you should do is to check that you have the latest update of Zoom installed on your device. This helps to make the zoom run better and eliminate any software problems.



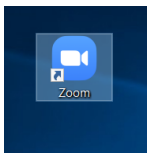
If you are using a tablet device like Apple iPad or Android tablet then updating is slightly different using the Google Play or Apple App Store. See link below for further details.

[How to update your Zoom app on iPad, iPhone and Android phones and tablets? (nerdschalk.com)]

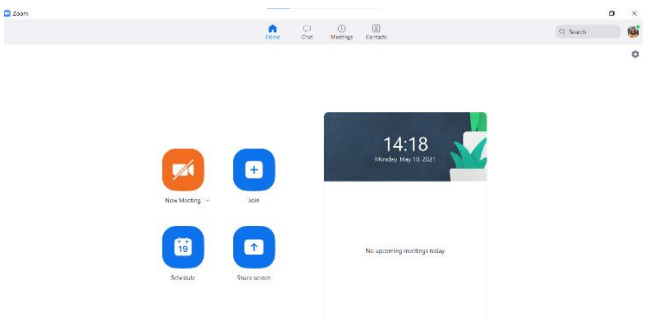
(2)Test Audio settings in Zoom

Next make sure your audio settings are set up properly for your Zoom session.

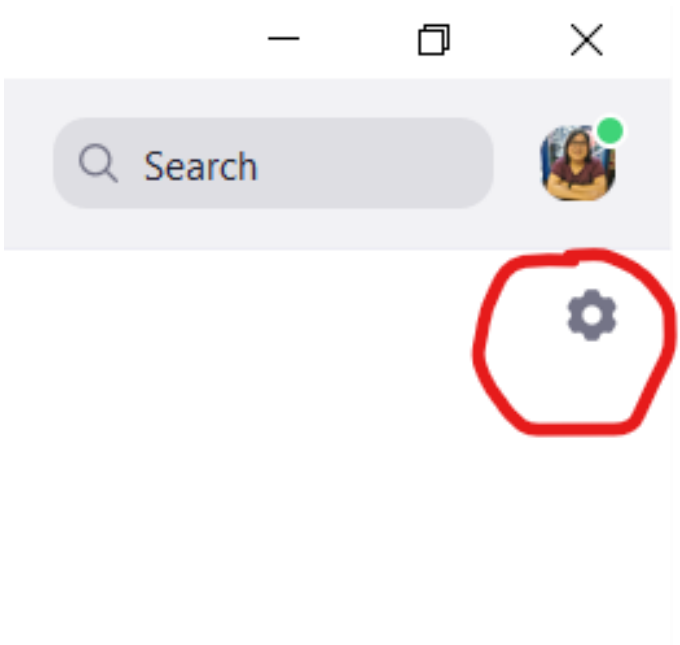
Open your Zoom app.



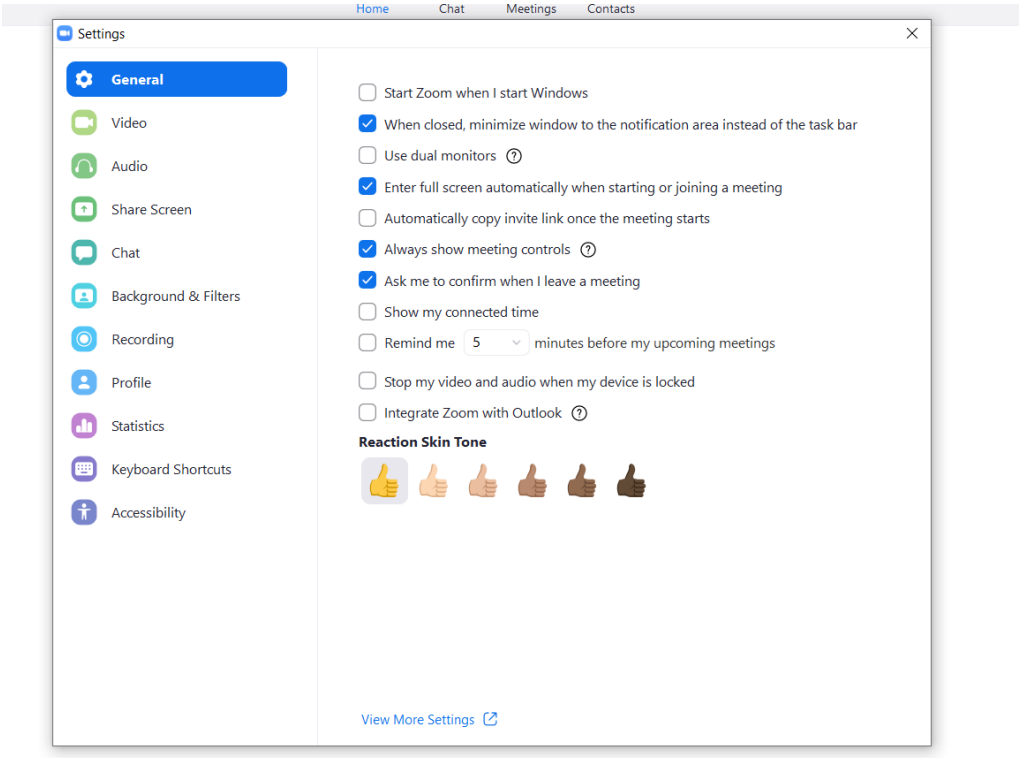
In a PC or laptop you can do this by double clicking on the Zoom icon. If you are using tablet you open up the app by selecting the Zoom app. We are using a PC running Windows 10 to show you the screenshots. If you are using a tablet or other device the location of the menu may be different. On an Apple IPad mini 2 for example the settings menu is on the bottom left hand corner.



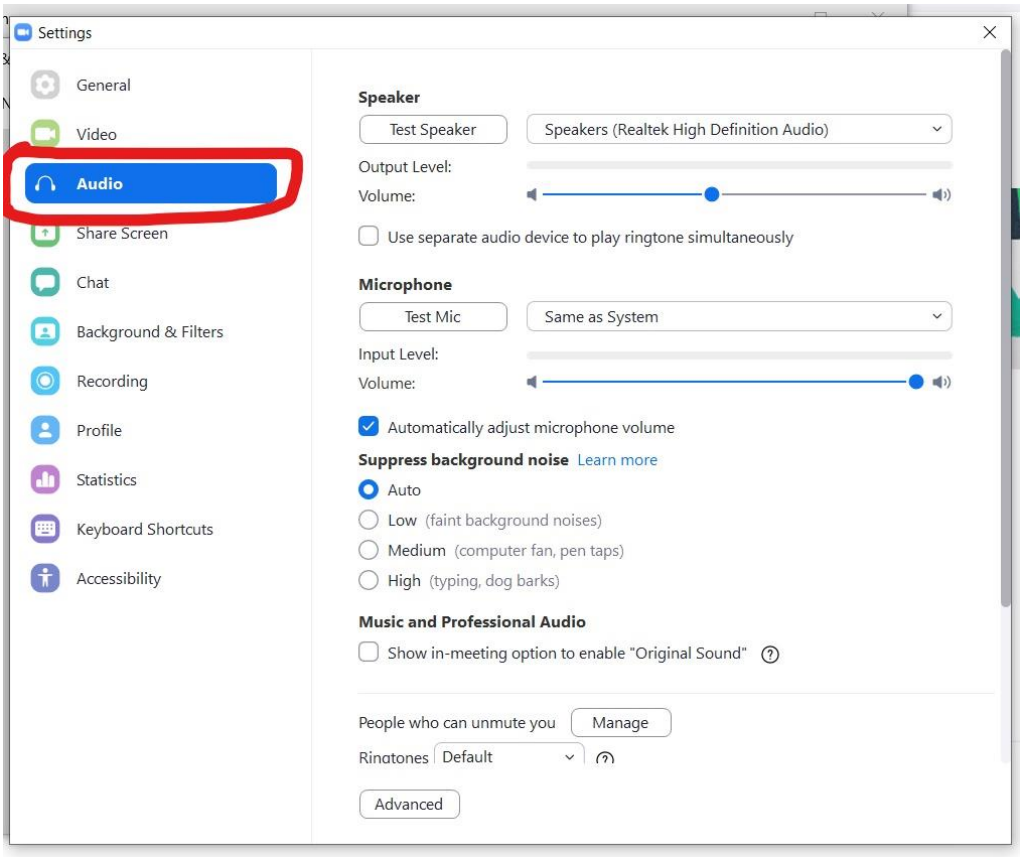
Go the top far right corner (below your profile pic) and select the Settings icon



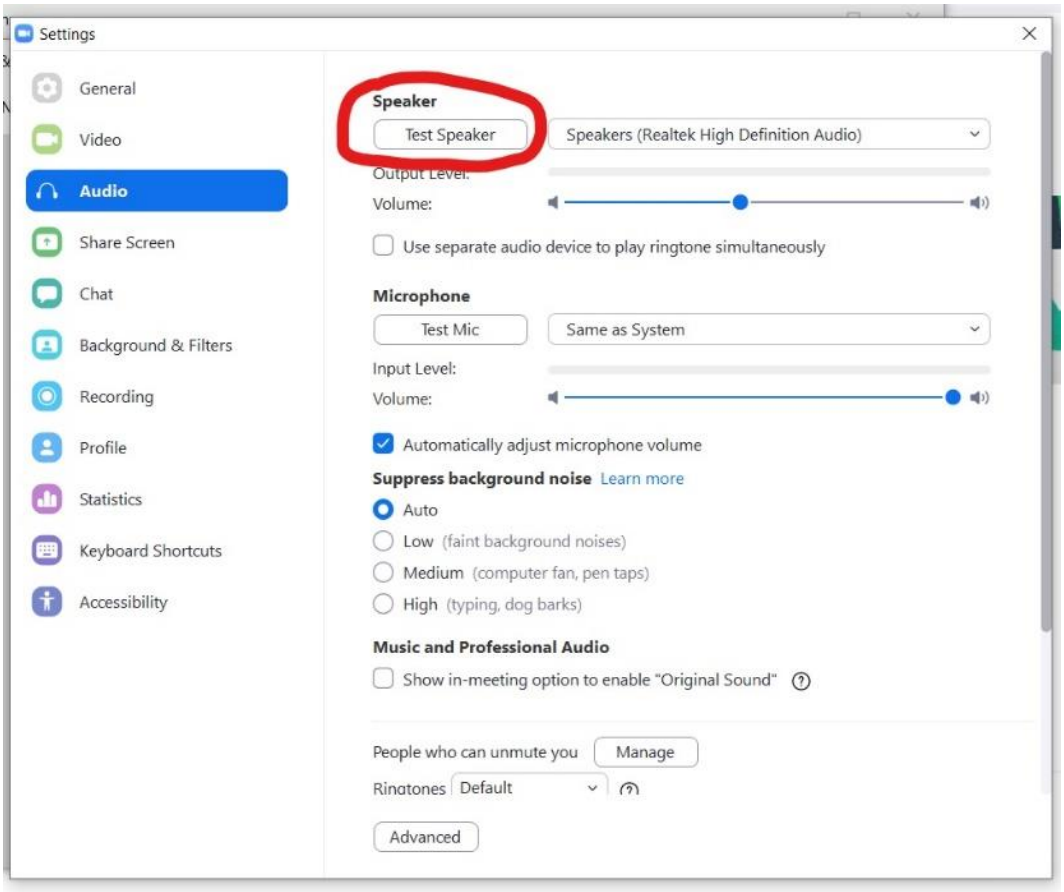
You will find a general screen like this



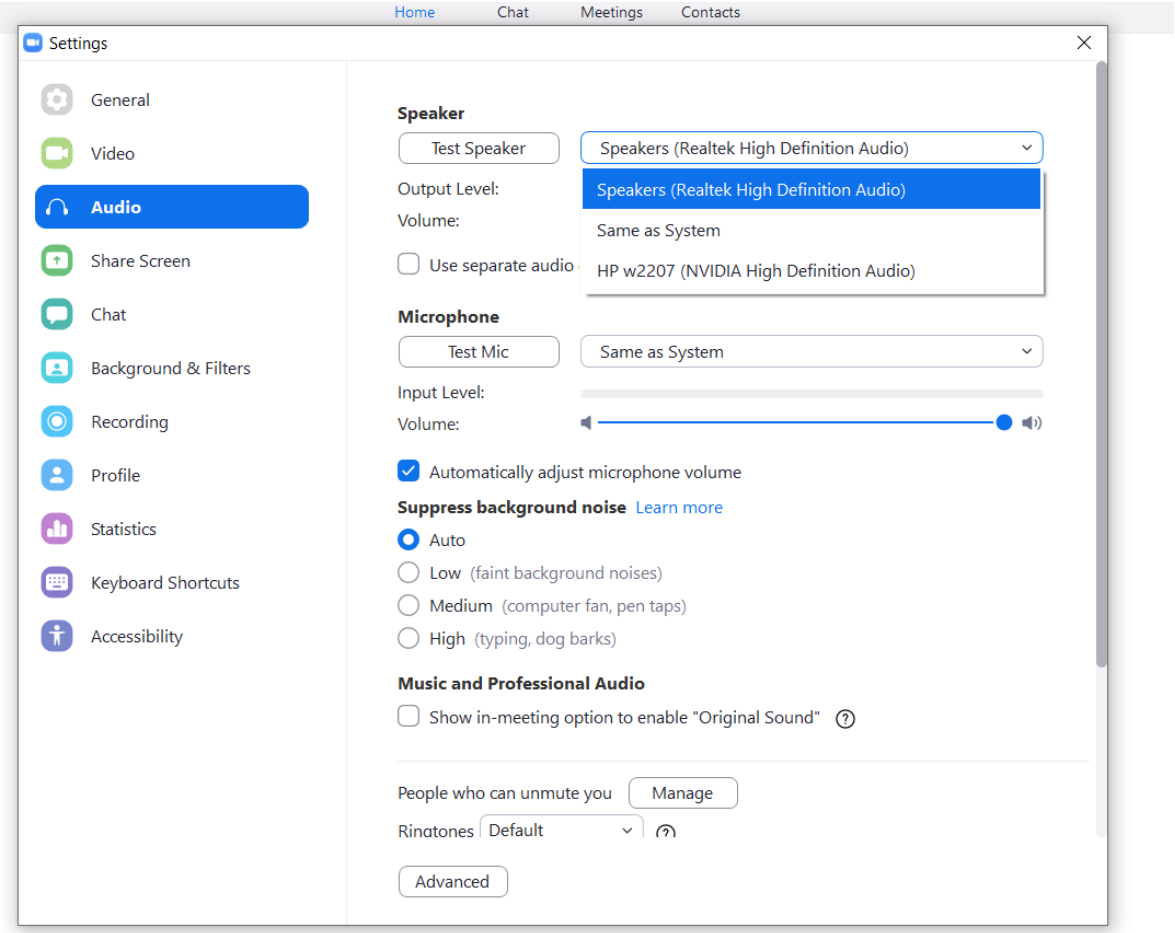
Go to the audio menu



Test the speaker by pressing test speaker button



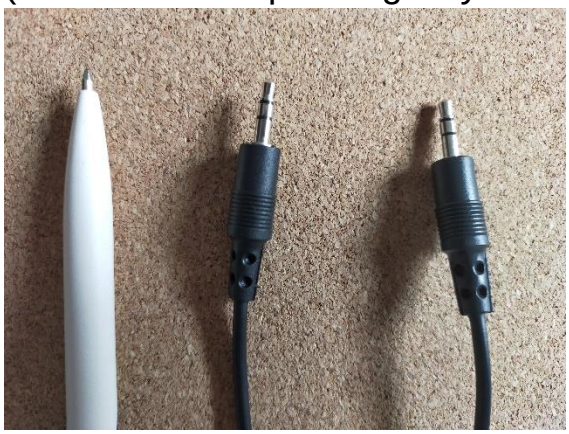
Make sure the speakers are selected for your device. If you hear no sound try and select a different setting on the menu to the right of the test speaker button. Normally it is set as same as system.



(3) Connecting Speakers

If after this process you find the sound coming out from your device is not very loud then you may wish to consider adding speakers to your device. This is especially the problem with laptops, tablets and phones where the speakers are not very loud as designed for voice calls. The easiest thing to do is to use a small speaker and connect to your laptop or tablet via the headphone socket. If your speaker does not already come with a cable then you will use mini jack (3.5mm Stereo Jack Plug) cable to connect. They also come in different sizes of lengths depending how long you want the cable to be.

Here is a picture of the mini jack cable
(next to a white pen to give you an idea of size)



Here are some examples of speakers







You may have a Bluetooth speaker. Ideally it is best for the speaker not to be connected wirelessly as there will be a delay due to latency. Latency is when you hear a delay on the sound. If you have one already you can always try it and see if it works or not. But if you are looking to buy a new speaker then it is best to go for

one with a wired connection. Many Bluetooth speakers also allows for it to be connected by wires as well.

(4) Feedback from devices.

Keep your speaker away from your device and behind it (laptop/tablet/phone). Do not have other sound sources on such as radio or TV in the same room.

(5) Connecting to a bigger screen

If you want to connect your zoom call to the TV to make the screen bigger there are different ways to do depending on what device you have and what you have available. This method means you can also use the sound system from your TV setup.

For a Windows based laptop you would simply connect using a HDMI cable from the laptop to the TV. You may have to change the output in your TV to the correct HMDI setting. For example you change this in your remote control to let your TV know that you wish to view the setting in HMDI 4 if that is the HDMI slot you have connected your laptop to. Your laptop and TV may have different size of HDMI so make sure you use the correct one for your devices.



You will have to make sure your TV has an extra HDMI slot for your laptop to connect to and you may require a speaker cable to connect from your laptop to your TV sound system.

In this example we are connecting a Windows laptop using HDMI cable connected to HDMI on TV and the sound coming from the laptop going to the Hi Fi that is already connected to the TV.

If you have an Apple computer then you will need to purchase a connecter for your apple laptop that converts to HDMI so that it can connect to your TV. This is because Apple computers do not have HDMI connections. This is an Apple AV connector to HDMI. Depending on the model of your apple laptop it will be a different AV connector that you will use. Contact your local Apple Store/website for advice which connector is required for your device. www.apple.com/uk

Connecting via tablets

The easiest way to connect your tablet to the TV is via a cable. The type of cable required depends of the Make, model of your tablet. And whether it allows you to connect to the TV directly. It may also be possible to cast content from your tablet to your smart TV via Apple TV or Casting through an android tablet. (For example Castify App on Android)

Changing the video layout (Speaker view and Gallery view)

There are 3 video layouts when no one in the meeting is screen sharing: Speaker view, Gallery view, and floating thumbnail window. When someone is screen sharing, you can use Side-by-side mode or view that screen share with Speaker view. Any of these layouts can be used in full screen or windowed mode, with the exception of the floating thumbnail view.
You can also pin or spotlight up to 9 participants' videos.

See link below on how each should look depending on what device you are using and instructions on changing view
Changing the video layout (Speaker view and Gallery view) – Zoom Help Center

Other tips

Position yourself in good lighting. Ideally facing a window or have good lighting so that you can be seen on the Zoom call. If the room is too dark then use a light and go back to your video settings to check if you can see yourself in the webcam. There are also options to optimise light settings within Zoom.

More information on Zoom tutorials and easy read guide on using Zoom

https://disabilityequality.scot/wp-content/uploads/2019/10/Using-Zoom-Easy-Read.pdf

Zoom video tutorials – Zoom Help Center

Getting started guide for new users – Zoom Help Center

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