Checklist of Zoom Settings for Musical Use

For Zoom Update, September 2020

Compiled by Sarah Baugher

NOTE: It is STRONGLY recommended that you do not use wifi and instead use an ethernet cable connected from your computer into your wireless router or into a network connection in your office wall. This is especially true if you're using the data intense High Fidelity Music Mode.

NOTE: It is also STRONGLY recommended that BOTH parties wear headphones when teaching a private lesson over zoom. If not, you may experience sudden dips and peaks in volume as Zoom's echo cancellation feature kicks in so each party does not hear their own voice repeated over the video call.

1. **Turn on original sound from your microphone.**
   - Go to the bottom left hand corner of the video screen where the microphone icon is. Click on the "up" arrow next to the microphone to reveal a menu. At the bottom of that menu, click on "Audio Settings," which should bring up the Settings menu with the Audio tab selected.
   - At the bottom of the Audio Settings menu you should see the word "Advanced." Click on it to reveal the Advanced Audio Settings Menu.
   - At the top of the Advanced Audio Settings menu, check the box to "Show in meeting option to enable original sound from microphone." Also check the box to "Enable High Fidelity Music Mode." (**Note:** you may not hear a dramatic difference when using high fidelity mode unless you are also using an audio interface that is capable of transmitting audio at a 48kHZ sample rate. If you are experiencing difficulties with your internet connect freezing due to issues with limited bandwidth, this high fidelity option may further aggravate that and cause even more freezing and signal drops).
   - Close the setting menu and go back to the regular Zoom video screen. In the upper left hand corner of the video screen you should see a button that says "Turn On Original Sound." Click it.
   - **NOTE:** in this updated version of Zoom, intermittent and persistent background noise is automatically disabled when turning on Original Sound from your microphone.

2. **Set your microphone volume and uncheck "automatically adjust volume."**
   - Go to the bottom left hand corner of the video screen. Click on the "up" arrow next to the microphone to reveal a menu. At the bottom of that menu, click on "Audio Settings," which should reveal the Settings menu with the Audio tab selected.
   - Find "Microphone Settings" and uncheck the box that says "automatically adjust volume."
   - Find the slider control for Microphone Input Volume. You will need to adjust it so that it your instrument sounds at an appropriate volume over the Zoom call. The easiest, quickest,

and most reliable way to do this is to bring a buddy onto your call and have them listen and give you feedback. Once you've found a good setting, make a note of it for yourself AND make note of how far away you're sitting from your computer/microphone. Both will need to be consistently replicated in the future.
- Set "Supress Background Noise" to low.

Please be aware that Zoom may switch these audio settings back to the default between meetings or if you switch from using your computer's internal mic to an external USB mic. It is best to check your settings before every meeting!

How to select a virtual background:

- In the Zoom video chat window, find the camera icon on the bottom left side. Click the "up" arrow next to it to reveal a menu. Select "Choose Virtual Background." A new menu will appear.
- In the new menu, find the box at the bottom that says "I have a green screen" and uncheck it. **If a message pops up that says your computer does not meet the operating system or internal processor requirements to use this feature, then you will not be able to use virtual backgrounds on Zoom.** If no error message appears, then you can select a virtual background to use, including stock or custom uploaded images.

How to enable breakout groups in Zoom (for faculty use):

- Sign in to your Zoom account.
- On the left hand menu bar, click Settings
- Scroll down until you see "In Meeting 'Advanced'" Options.
- To enable splitting up into break out rooms during a meeting, click the switch next to "Breakout Rooms" so that the circle is to the right and the switch is blue.
- Check the box that says "Allow host to assign participants to breakout rooms when scheduling" to assign breakout rooms in advance.