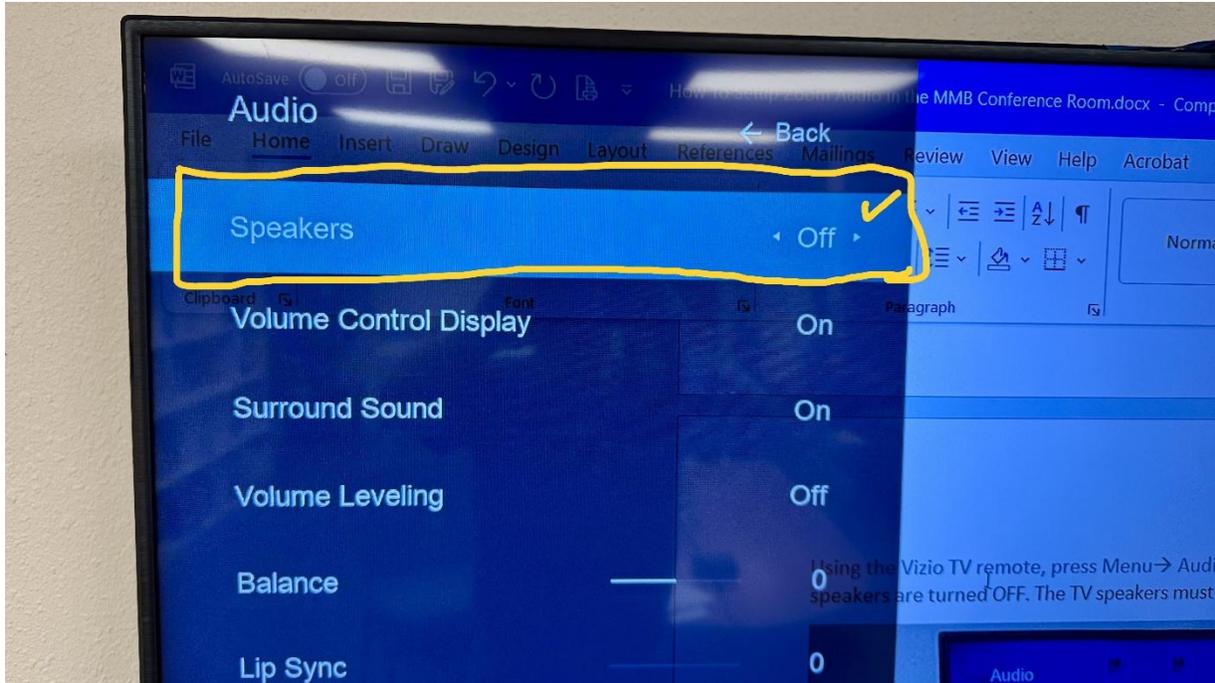


How To Set-Up Zoom Audio in the MMB Conference Room

Make sure that the microphone and its USB adapter are plugged into the front USB 3.0 Type A port of the computer in the MMB credenza.



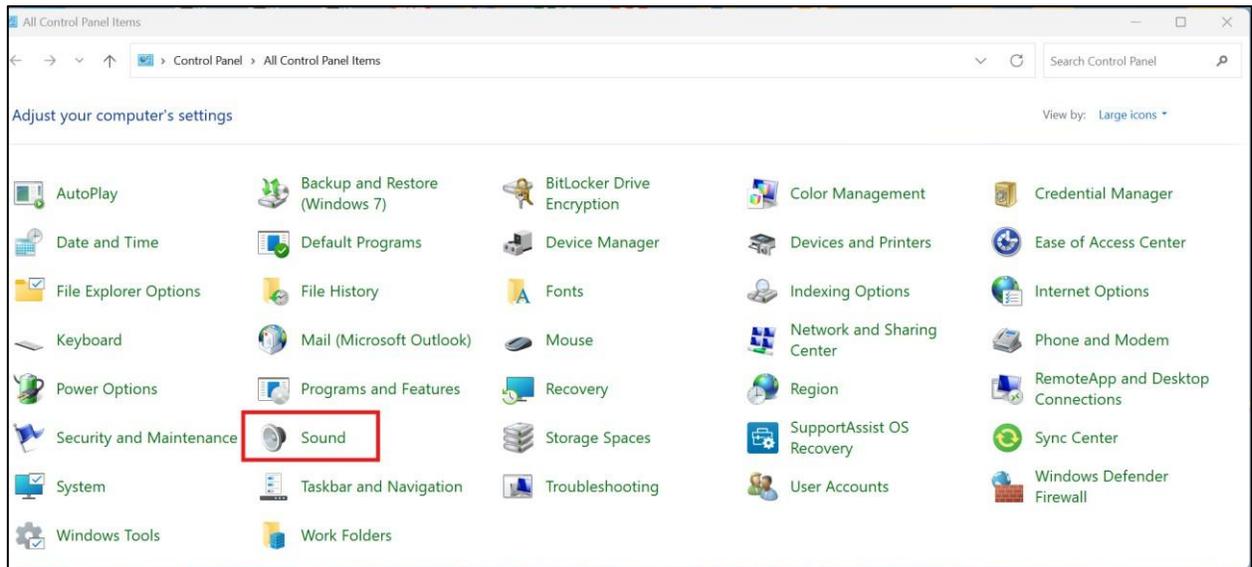
Using the Vizio TV remote, press Menu → Audio and check the to make sure that the TV speakers are turned OFF. The TV speakers must be turned OFF so the TV can automatically detect the Sound Bar connected via the Optical cable.



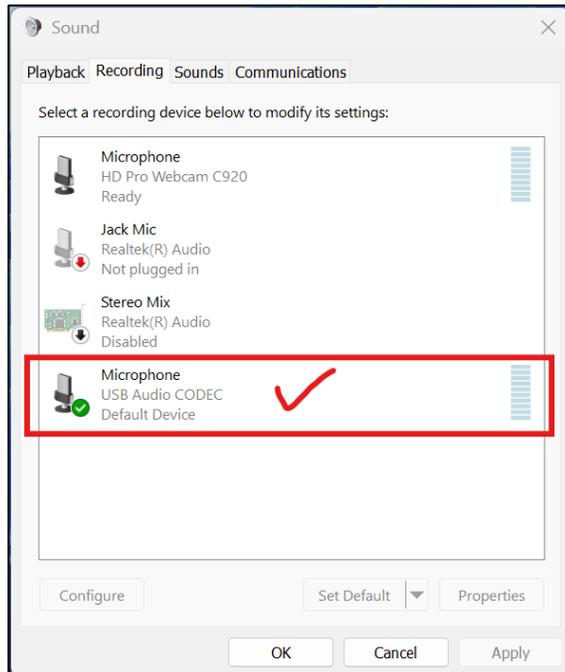
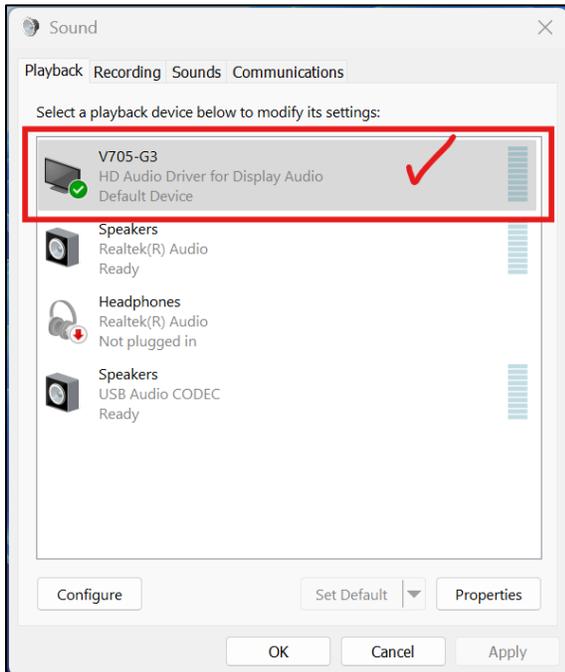
Find the Windows Control Panel icon on the desktop.



Click and open up the Sound icon in the Control Panel:



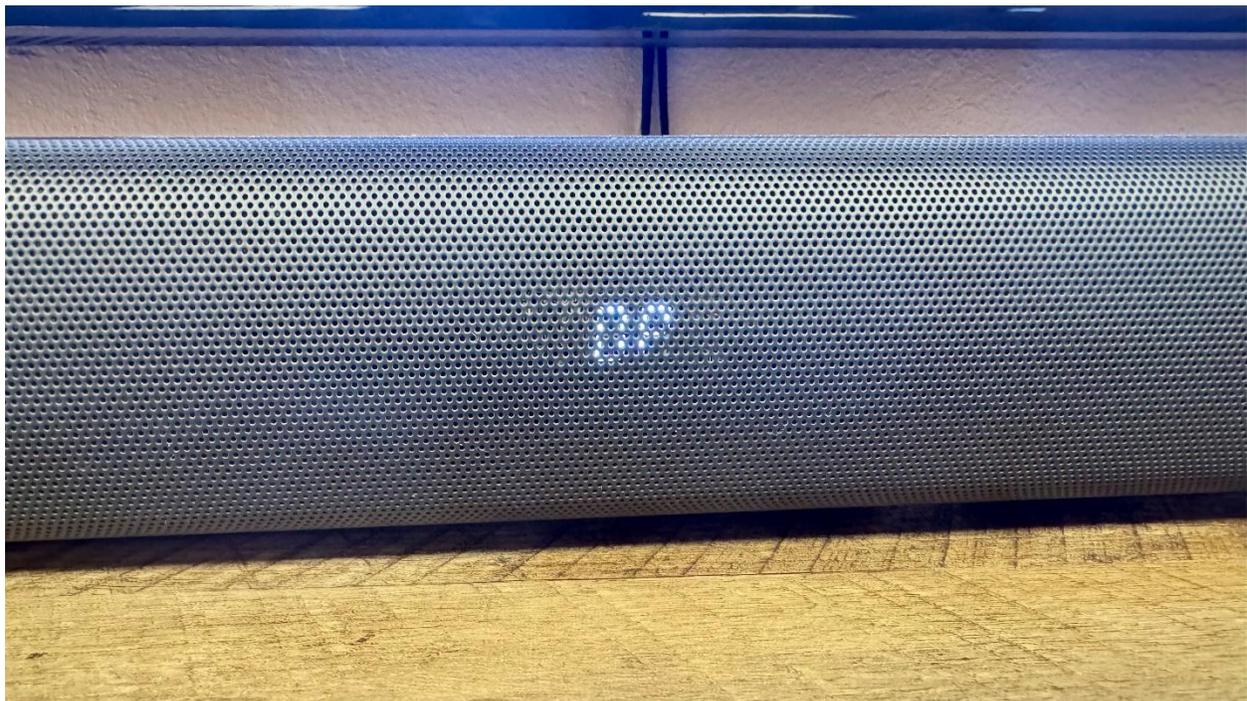
Check the Playback and Recording tabs in Sound to make sure that the V705-G3 (Vizio TV) and the Microphone USB Audio CODEC (Tascam microphone) are selected as the default audio Playback and Recording devices.



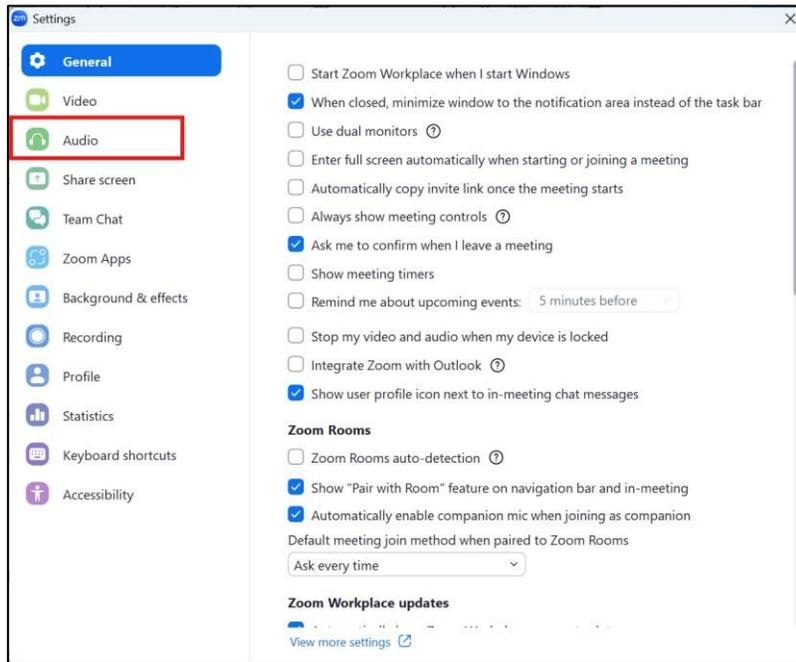
Use the Sound Bar remote to turn on the Sound Bar.



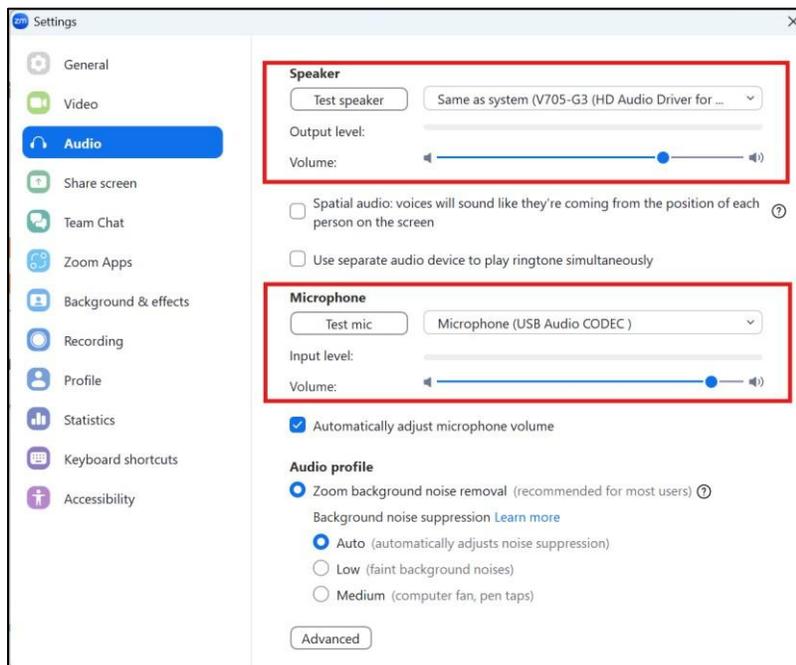
Press the Input button on the Sound Bar remote repeatedly until the Sound Bar shows “OP.” You are selecting the Optical cable input from the Vizio TV to the Sound Bar.



Open up Zoom Settings and go to the Zoom Audio Settings



Test the audio settings by clicking on the Test speaker and Test mic buttons (one at a time):



You should hear the speaker tone playback and the microphone audio playback. You can adjust the volume using the TV Sound bar remote and the slider controls in the Zoom Audio Settings.

Neil Howard
03Mar25