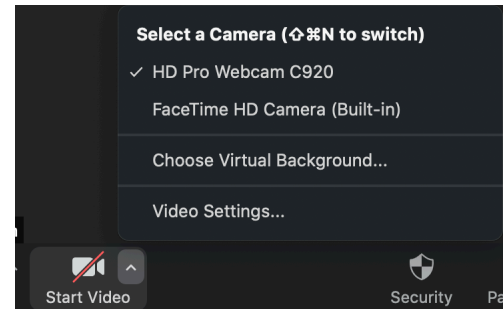

Selecting Audio/Visual Inputs and Outputs in Zoom and Teams

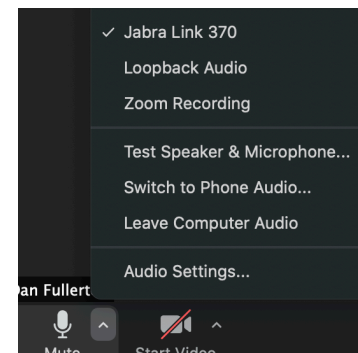
Selecting Your Camera in Zoom

When you join a meeting, you may not have the appropriate web camera (webcam) selected. This can be adjusted by selecting the carrot to the right of the Video Camera icon in the bottom left of the screen. From the pop-up menu, you may select an alternate camera.



Selecting your Microphone / Speakers in Zoom

Zoom will pick your default speakers and mics, but if you get into a session and determine the wrong hardware has been selected, you may change your audio options by selecting the carrot to the right of the microphone icon in the bottom left of the screen. From the pop-up menu, you may select alternate audio hardware.



Selecting Your Camera and Microphone/Speaker in Teams

When you join a meeting, you may not have the appropriate web camera (webcam) or microphone/speakers selected. This can be adjusted by selecting the <...> option in the bottom menu, then <**Show device settings**>. From the device settings screen, you may then select the appropriate audio/visual hardware required.

