

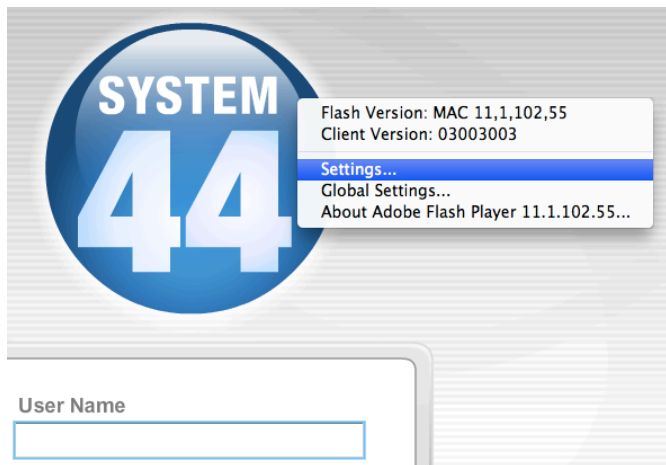
## How to Adjust the Microphone Settings

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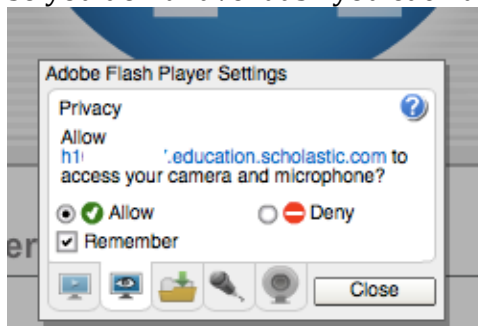
1. At a student workstation, go to the webpage where students log in.




2. control-click (right-click on PCs) on the READ180 or System44 icon. A menu will pop-up that looks like this. Click on **Settings...**



3. You will see a box called Adobe Flash Player Settings. Be sure to **Allow** access to your camera and microphone, select **Remember** so you don't have it ask you each time you come to this webpage.



4. Click on the little  Microphone tab on the bottom. Make sure the correct microphone input is selected. Increase the **Record Volume** to maximum and click on **Reduce Echo**.

