

The Victorian Folk Music Club
Incorporated



IMPROVE YOUR ZOOM EXPERIENCE

Presented by Bill Buttler

Agenda



- Lighting
- Signing in
- Internet connection
- Hardware options
- Video settings
- Audio settings



Lighting – too much backlight



Lighting – Reduced backlight

Lighting setup



- Light in front of you, not behind
- Watch your own picture on the Zoom screen to see what others will see

Signing in



- If you already have a Zoom account, edit your profile to show your correct name (see Appendix for details)
- If you haven't signed up to Zoom, please do it now so that you can show your name when you join a meeting.
- Alternatively, use 'Rename' in the Participants sidebar (details later in this presentation)
- Why is this necessary – so the meeting host and other participants can recognise you when you join a meeting
- So far, we have had no security breaches, but we want to keep it that way!

Internet

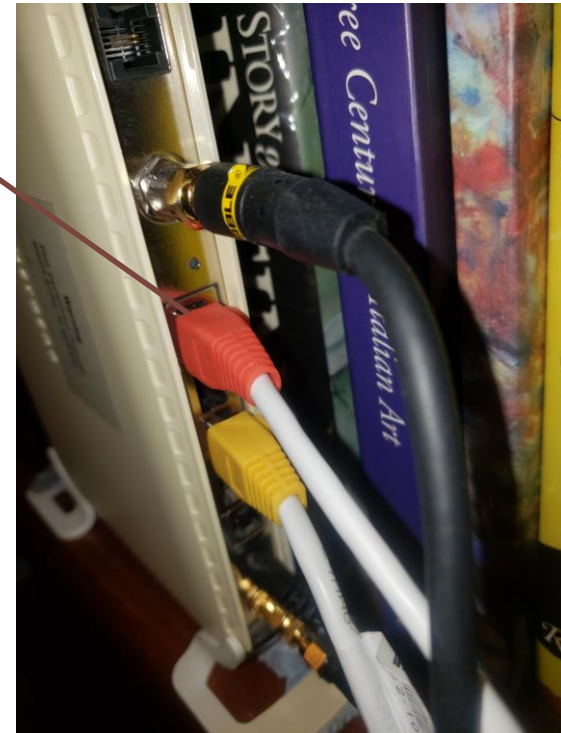


- If possible DO use LAN cable, not WiFi.
- DON'T run anything else on the same network while using Zoom. If your kids are watching Netflix, it won't be a great experience for either of you.
- Zoom chews up data! DON'T use prepaid accounts if you don't want any nasty billing surprises.

Use a LAN cable



Is there a LAN socket on your modem?



Is there a LAN socket on your computer? Desktops will have one, bigger laptops should have one.

LAN cable



- Very thin laptops may require a USB-LAN adapter
- Officeworks or JB HiFi or Jaycar will have them.



Camera options



- Built-in
- External webcam (USB)
- Mobile phone *

Ok

Better

Better, but fiddly

* Use the free DroidCam app

Audio options

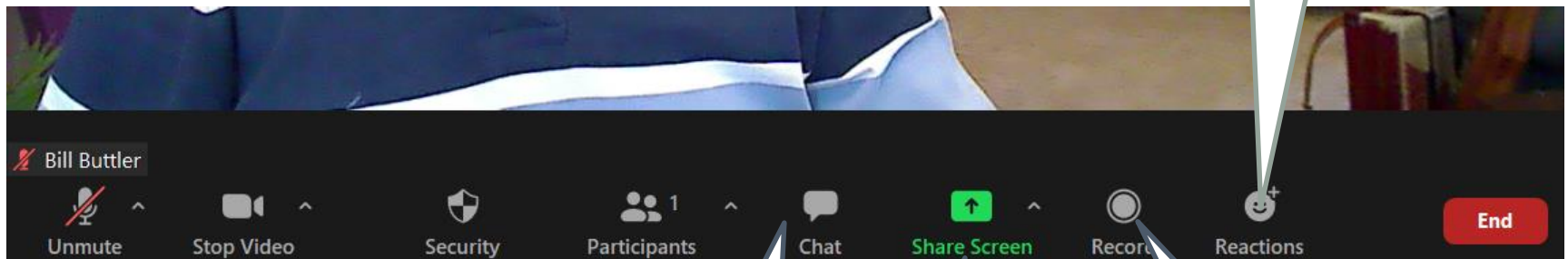


- | | |
|-----------------------------------|--------------------|
| • Built-in mic | Useable (just!) |
| • Built-in mic on external webcam | Somewhat better |
| • USB mic ** | Much better |
| • USB audio interface * | Better, but fiddly |

* Separate mics, pickups etc plugged in like a studio or live mixer

** Bill's USB mic is a Thronmax MDRILL from Jaycar Electronics. Rode and AKG make good USB mics. Note that you may not be able to get a USB mic to work on an iPad, iPhone or Android tablet or phone.

Using the toolbar



Open the
Participants
sidebar

Open the Chat
sidebar

Share your
screen with
others

Record a
meeting
(requires
permission
from the Host)

Audio and Video settings



A screenshot of a Zoom meeting interface. At the top, there is a dark bar with a green checkmark, the text "Turn on Original Sound", and an "Enter Full Screen" button. The main area shows a video feed of a man with grey hair and glasses, wearing a blue and white striped polo shirt, in a living room. Two callout boxes are overlaid on the video: one on the left labeled "Audio device" pointing to the microphone icon in the bottom toolbar, and one on the right labeled "Video device" pointing to the video camera icon. The bottom toolbar includes icons for Unmute, Stop Video, Security, Participants (1), Chat, Share Screen, Record, Reactions, and an End button.

Audio settings

A screenshot of the Zoom application's audio settings menu. The menu is overlaid on a video call background showing a person in a blue and white striped shirt in a living room. The menu is divided into two sections: "Select a Microphone" and "Select a Speaker".

Select a Microphone

- Headset Microphone (Realtek High Definition Audio)
- ✓ Microphone (Thronmax MDrill Dome Microphone)
- Microphone (Webcam 600)
- Microphone (DroidCam Virtual Audio)
- Microphone Array (Realtek High Definition Audio)
- Same as System

Select a Speaker

- Headphones (Thronmax MDrill Dome Microphone)
- ✓ Headphones (Realtek High Definition Audio)
- Speakers (Realtek High Definition Audio)
- Same as System

Test Speaker & Microphone...
Switch to Phone Audio...
Leave Computer Audio

Audio Settings...

Bill Butt

Unmute Stop Video Security Participants Chat Share Screen Record Reactions

Video settings



A screenshot of a video conference interface. The main video feed shows a man with glasses and a mustache, wearing a blue and white striped shirt. A dark overlay menu is open over the video, titled "Select a Camera (Alt+N to switch)". The menu lists several camera options: "Logitech Webcam 600" (checked), "Microsoft LifeCam Rear", "DroidCam Source 3", "Microsoft LifeCam Front", and "DroidCam Source 2". Below these are options for "Choose Virtual Background...", "Choose Video Filter...", and "Video Settings...". At the bottom of the screen is a control bar with icons for "Unmute", "Stop Video", "Security", "Participants" (showing 1 participant), "Chat", "Share Screen" (highlighted in green), "Record", and "Reactions". The name "Bill Buttler" is visible in the bottom left corner of the video feed area.

Optimise your audio



- Only available with Windows and Apple desktops
- Not available on Android devices
- Not available on iPad or iPhone? (not sure)

- Background:
 - Zoom is optimised for meetings, not music sessions
 - Zoom tries to isolate voices, and tries to suppress any background noise (including instrumental accompaniment)
 - So, we need to turn off the suppression to optimise for music

Steps to optimise audio



- In your Audio Settings:
 - Turn off automatic volume control
 - Reduce background noise suppression to 'Low'
 - You only have to do this once!
- In your main Zoom session window:
 - Turn on Original Sound
 - You have to do this at the start of every session!

APPENDIX

Detailed instructions for some of the items covered in the presentation

CHANGE YOUR PROFILE NAME

Create a Zoom account and edit your profile

Create a Zoom account



- If you don't have one already, sign up to create a Zoom account
- You just need to use an email address and provide a password.
- Sign in the first time you use Zoom – you can tick an option so you don't have to do it every time.
- Edit your profile so that it shows your name.

Open Settings



The image shows the Zoom desktop application interface. At the top, there is a navigation bar with icons for Home, Chat (with a red notification badge showing '2'), Meetings, and Contacts. A search bar and a user profile icon labeled 'BB' are also present. Below the navigation bar, there are four main action buttons: 'New Meeting' (orange), 'Join' (blue with a plus sign), 'Schedule' (blue with a calendar icon showing '19'), and 'Share screen' (blue with an upward arrow). On the right side, a dark blue banner displays the time '10:46 AM' and the date 'Monday, 24 August 2020'. Below the banner, it says 'No upcoming meetings today'. A yellow gear icon (settings) is located in the top right corner of the application window. A yellow speech bubble points to this gear icon, containing the text 'Click here to open general settings'.

Find your profile



The image shows a screenshot of the Zoom application interface. On the left, the 'Settings' menu is open, listing various options: General, Video, Audio, Share Screen, Chat, Background & Filters, Recording, Profile, Statistics, Feedback, Keyboard Shortcuts, and Accessibility. The 'Profile' option is highlighted with a blue bar. A grey box with the text 'Click here' has a line pointing to the 'Profile' option. On the right, the user's profile page is shown for 'Bill Buttler' with a profile picture containing the initials 'BB'. Below the name, the email 'bil***@gmail.com' is visible. A yellow box highlights the 'Edit My Profile' button, with a brown box containing the text 'Then here' and a line pointing to it. Below 'Edit My Profile' are two other buttons: 'Change My Subscription' and 'View Advanced Features'.

Settings

- General
- Video
- Audio
- Share Screen
- Chat
- Background & Filters
- Recording
- Profile**
- Statistics
- Feedback
- Keyboard Shortcuts
- Accessibility

Click here

BB

Bill Buttler

bil***@gmail.com

Edit My Profile

Change My Subscription

View Advanced Features

Then here

CHANGE YOUR AUDIO SETTINGS

Instructions for Windows desktops and laptops

Audio settings – First level



Settings

General

Video

Audio

Share Screen

Chat

Background & Filters

Recording

Profile

Statistics

Feedback

Keyboard Shortcuts

Accessibility

Speaker

Test Speaker

Headphones (Realtek High Definiti...)

Output Level:

Volume: 

Change this to Low (new)

Test Mic

Microphone (Thronmax MDrill Do...)

Input Level:

Volume: 

Set volume to about 80%. If you are using a USB mic or interface, may need to go lower to avoid distortion

Automatically adjust microphone volume

Make sure this is off! (not ticked)

Use separate audio device to play ringtone simultaneously

Suppress background noise **Low**

Select the default noise suppression level (low) to optimize for

- Automatically join audio by computer when joining a meeting
- Mute my microphone when joining a meeting
- Press and hold SPACE key to temporarily unmute yourself

When you have finished the other settings, click here.

Advanced

Audio settings – Advanced



Settings

- General
- Video
- Audio**
- Share Screen

[< Back](#)

Show in-meeting option to "Enable Original Sound" from microphone

Echo cancellation

Make sure this is ticked!

Audio settings – Original Sound



Every time you start a Zoom meeting, check that Original Sound is On. The control should be blue and show 'Turn off Original Sound'.

(you may need to move your mouse to make this appear)

