- 00:04

  Some classrooms are equipped with basic

- 00:07

  collaborative technologies and do not

- 00:09

  include a USB camera and MIC system.

- 00:12

  USB audio adapter is required to allow

- 00:15

  the classroom sound to be shared

- 00:18

  to remote participants across any

- 00:21

  connected software such as Webex Zoom,

- 00:23

  Microsoft Teams or LMS virtual classroom.

- 00:27

  Visit the link in the description

- 00:29

  for a recommended audio adapter.

- 00:31

  Locate the 3.5 millimeter auxiliary

- 00:33

  audio cable coming from the podium.

- 00:36

  It will have either a red sleeve

- 00:38

  or be labeled record line.

- 00:40

  Insert the cable into the input

- 00:43

  of the USB audio adapter.

- 00:45

  Insert the USB audio adapter

- 00:47

  into a USB port on your laptop.

- 00:50

  Or to use it with the podium computer,

- 00:53

  insert the adapter into the

- 00:55

  USB port found on the podium.

- 00:57

  Within your video conferencing software,

- 00:59

  go to the audio device settings in.

- 01:02

  Adjust your microphone to be USB

- 01:05

  audio or whichever represents the USB

- 01:07

  audio adapter that you are using,

- 01:09

  and now all the audio that is

- 01:12

  sent to the classroom.

- 01:14

  Loudspeakers,

- 01:14

  including the wireless lapel microphone,

- 01:16

  will be shared with the remote participants.

- 01:19

  Instructors can position their

- 01:20

  laptop on the podium cabinet so

- 01:23

  that the camera will capture

- 01:26

  themselves for remote participants.

- 01:28

  Or simply rely on screen sharing.

- 01:30

Thank you for watching.