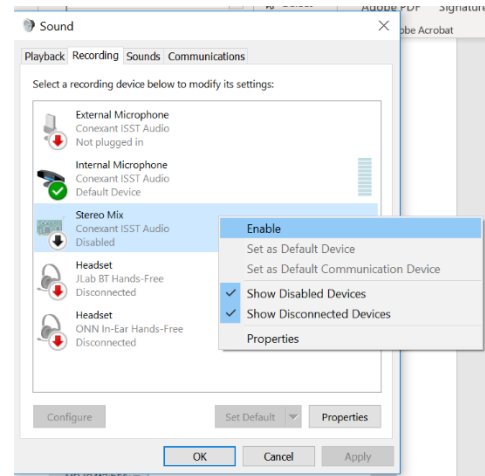


Option 1: Enable Stereo Mix as a Microphone

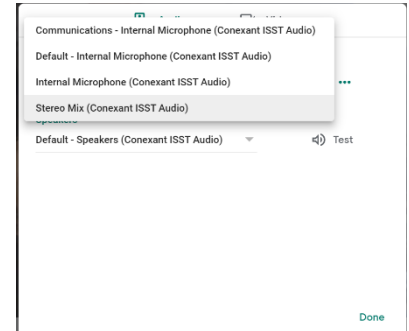
1. Make sure Stereo Mix is enable.

- Right Click the Sound Icon on the Taskbar.
- Select Recording Devices.
- Check to see if Stereo mix is an option.
- If not present right click in the window.
- Click "Show Disabled Devices" so it is checked.
- Right click the Stereo Mix icon and click Enable.
- Close the Sound window.



2. Open Google Meet

- Click on the three dots in the bottom right corner of the Meet screen.
- Choose Settings.
- Click the drop down menu for Microphone.
- Choose Stereo Mix. All audio from your computer speakers will now be filtered through the microphone. The microphone **will not** pick up your voice now.
- Click Done.



- When finished presenting and ready to talk through the Microphone during the Meet, repeat steps 3-5.
- Choose Default Microphone from the drop down menu.
- Click Done.

Option 2: Disable Noise Cancellation

- In Cortana open the Bang & Olufsen Audio Control Panel
- Click on the *Enhanced Experience* tab.
- Click the slider under Microphone to turn off Outbound Noise Cancellation.
- Click the slider under Speakers to turn off Inbound Noise Cancellation. (**Optional**)
- Your microphone should now pick up all sounds.
- When finished either move the sliders back to their original positions or click the *Restore Defaults* button at the bottom of the page.

