OVERVIEW: There are three main types of microphones that will use including podium microphone, wireless microphone (i.e., Lav mics), and Rode microphones (from the Bring Your Own Mic, or B.Y.O.M, program for instructors).

Troubleshooting with the Podium Mic

**Mic Placement:** Is the mic within 15 centimetres of where you are speaking into?

**Audio Settings:** Did you check the audio setting on the touchscreen of the teaching station/dock? Make sure the volume levels have been turned up.

**Streaming App (i.e., Zoom):** Did you check to see that the correct source is selected on the streaming app?

**Other issues:** Is the mic unplugged? Press the grey intercom button on the Teaching equipment for support.

Need help? Connect with Tech2U by pressing the grey intercom button on the teaching equipment.

Troubleshooting with the Wireless Mic (Lav or Rode mics)

**Basics:** Is the mic turned on? Please note that some wireless mics have a switch on the side and the notch needs to be flipped to “mic”.

**Battery issues:** Is the battery dead? If the batteries need to be replaced, message your co-pilot.

**Mic Placement:** Is it clipped to shirt and within 15 centimetres within voicebox area.

**Streaming App:** Did you check to see that the correct source is selected on the streaming app?

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