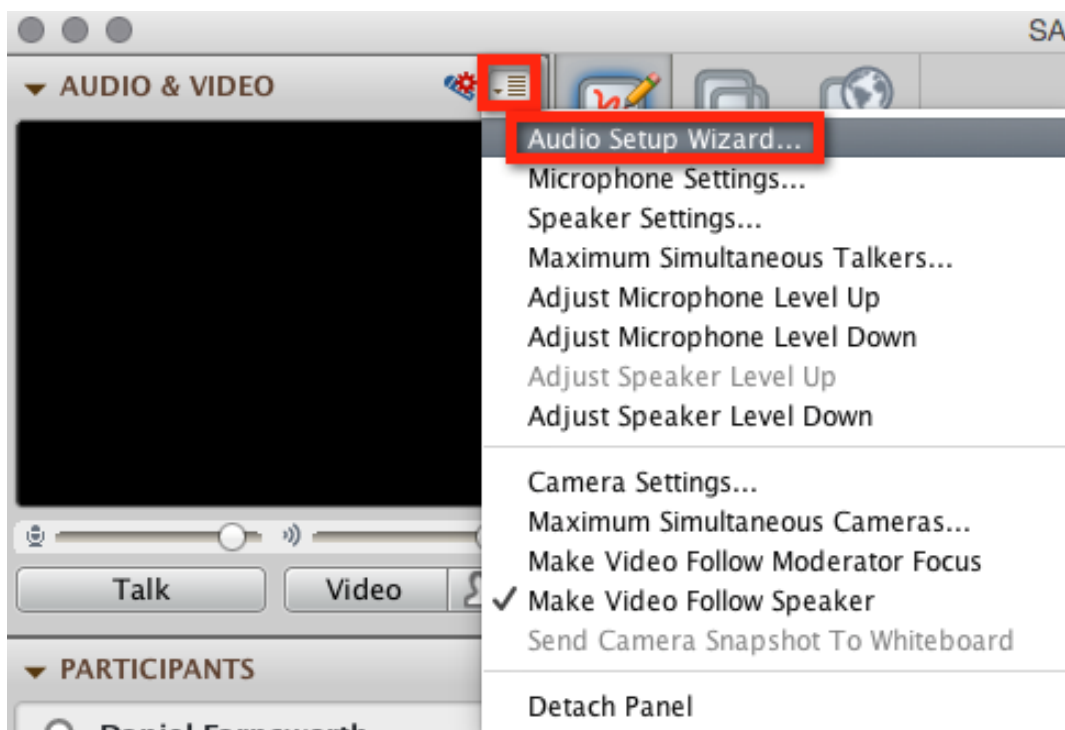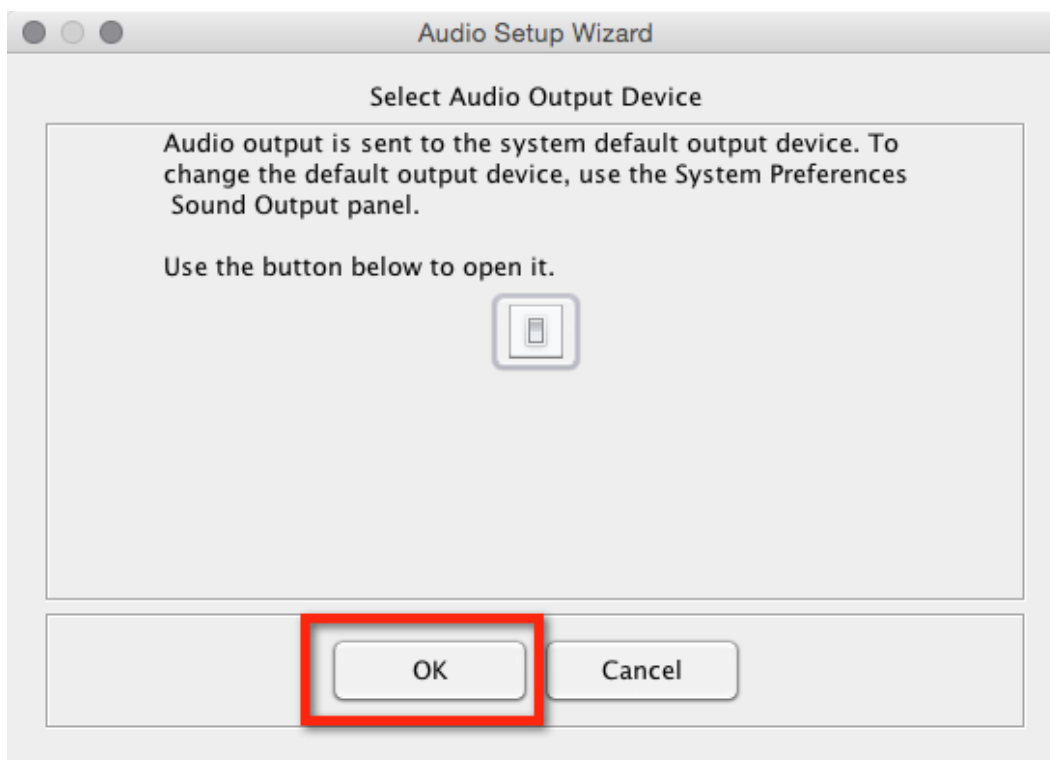# Audio/Video Setup Wizard - Mac

If this is your first time accessing Blackboard Collaborate, please download the launcher. For more details, please view the **Collaborate First Time User** tutorial in the Student Tutorials section.
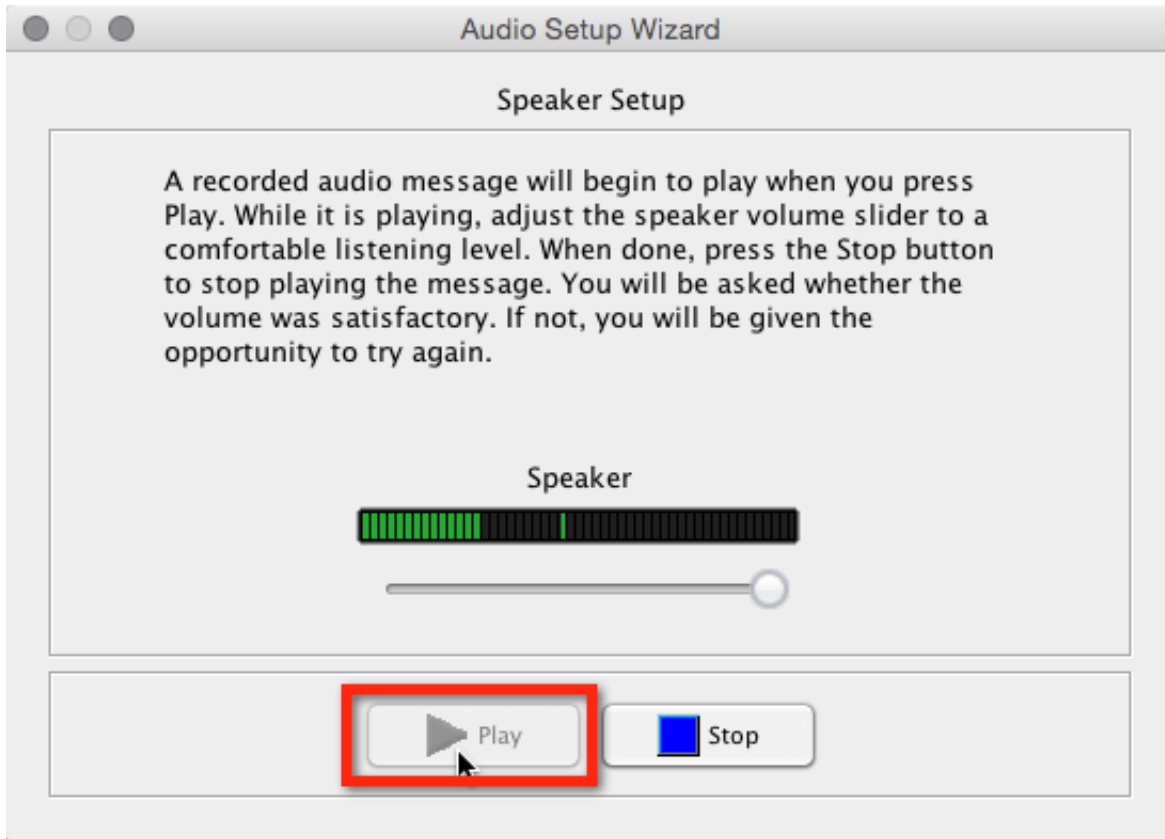
Audio:

After you have Collaborate open, select the 5 lined icon to open the drop down menu. Select **Audio Setup Wizard...**
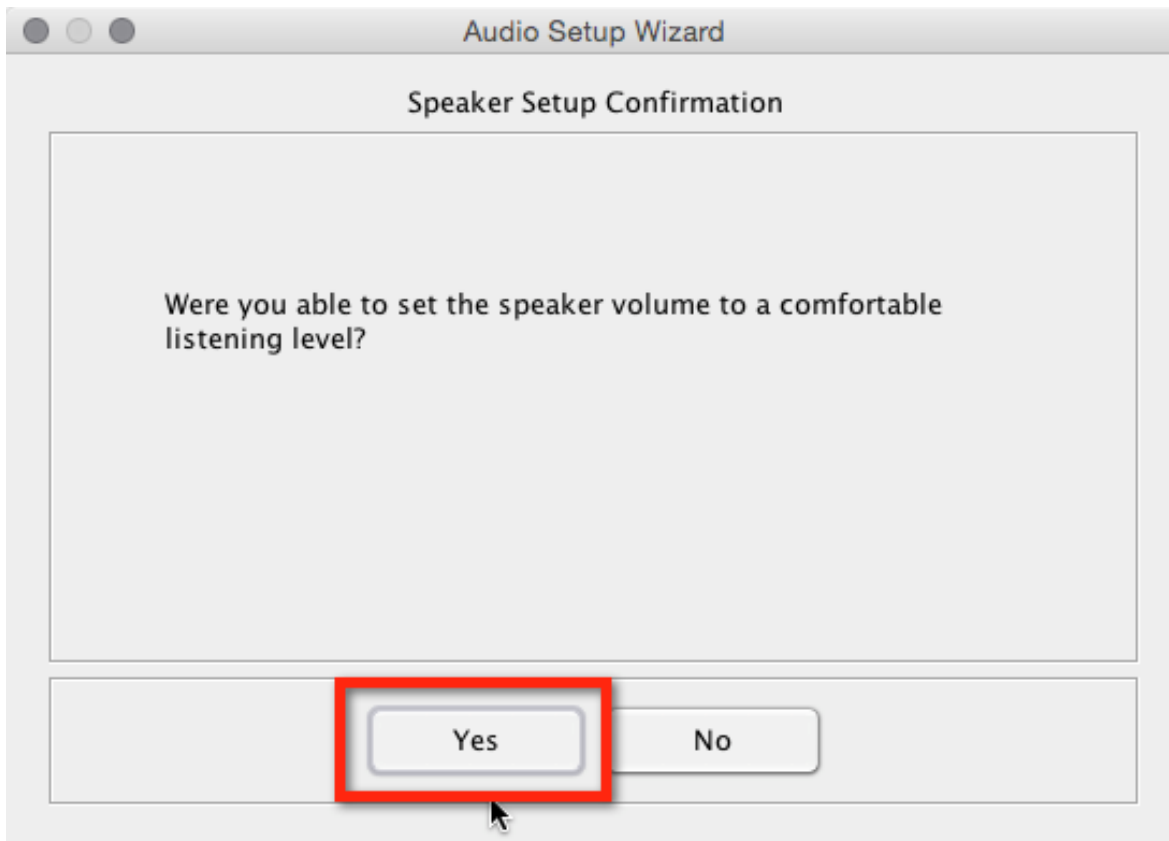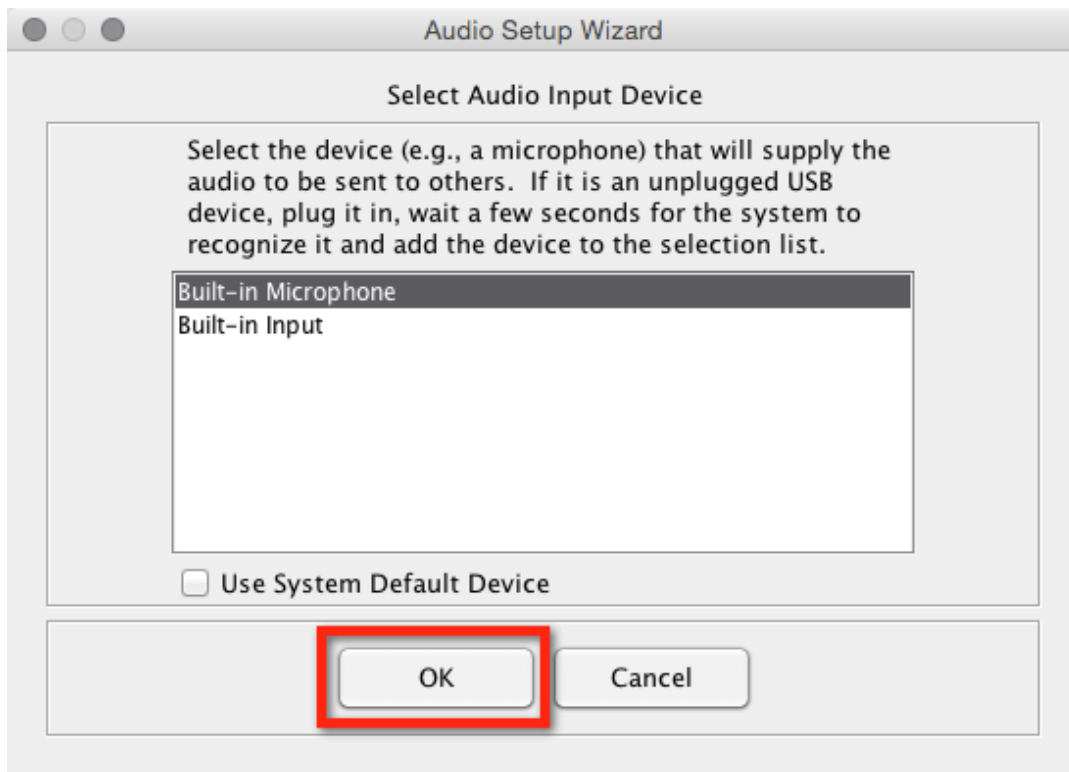

Select **OK.**

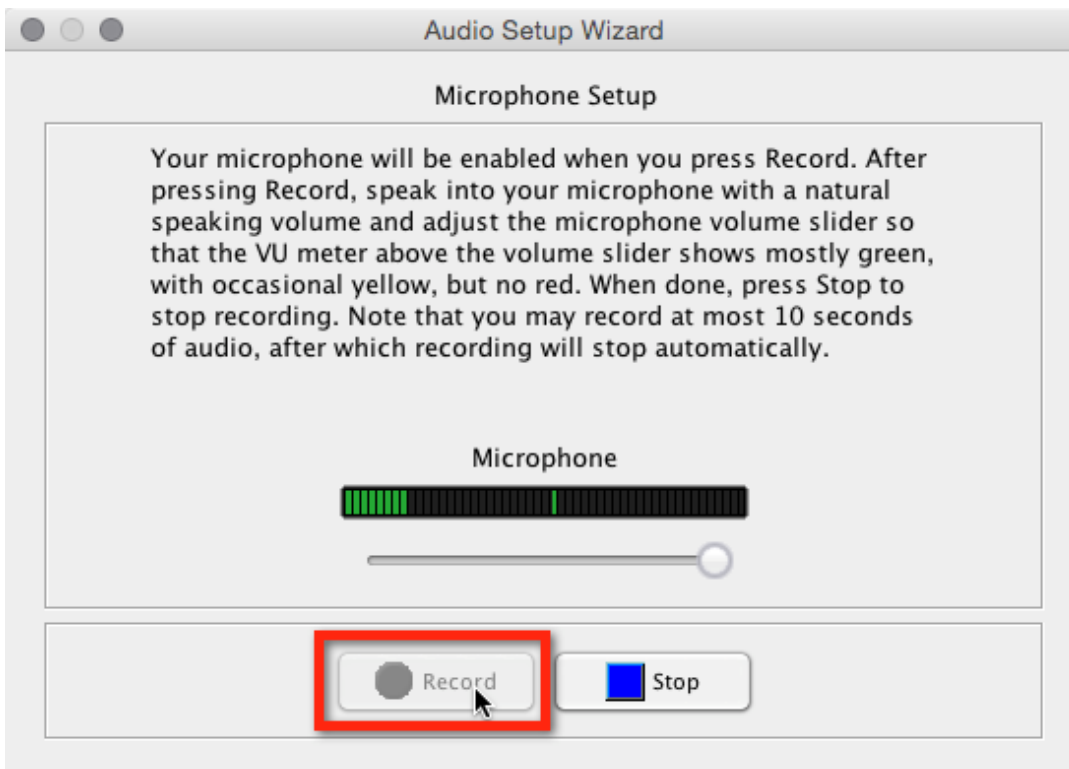Select **Play**. This will setup your speakers.

If you heard the audio, click **Yes**.

Select the audio input device you think is the correct one. You will test this device to make sure it is the one. Once you have the correct device selected, click **OK**.
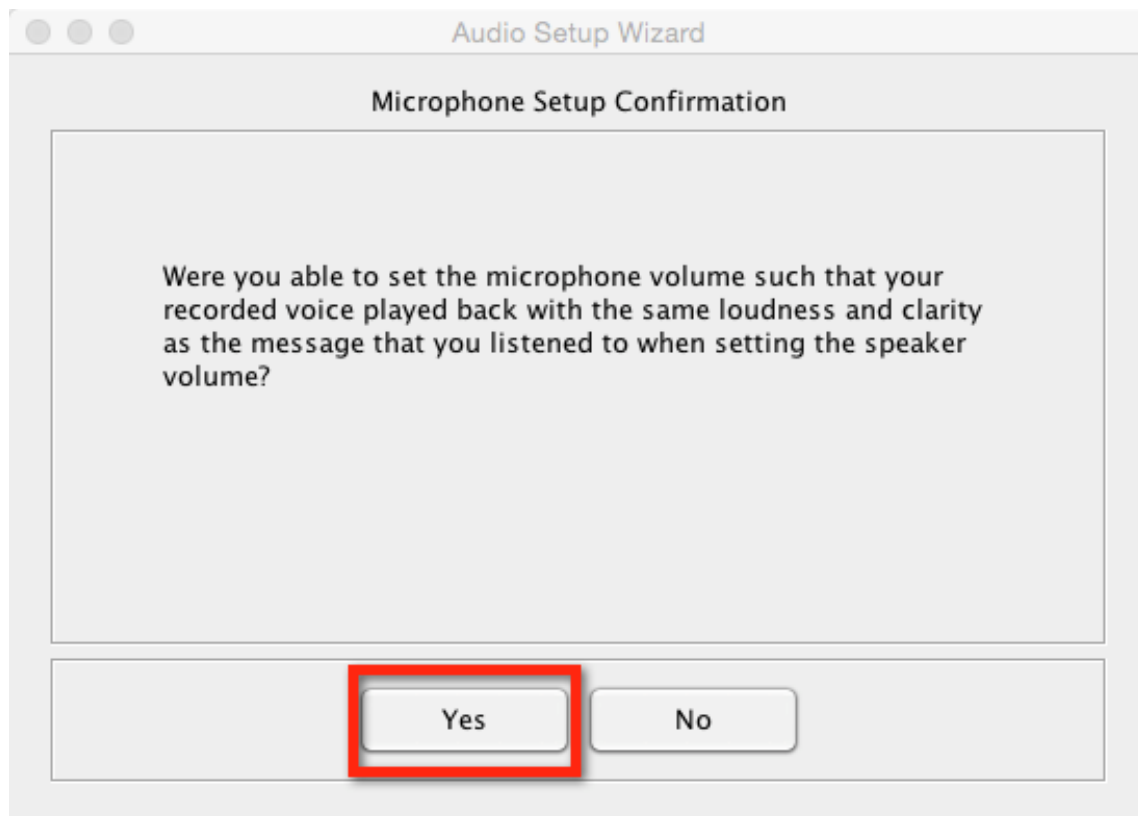

Click **Record** to start recording from the input device you have selected. Once you are finished click **Stop**.
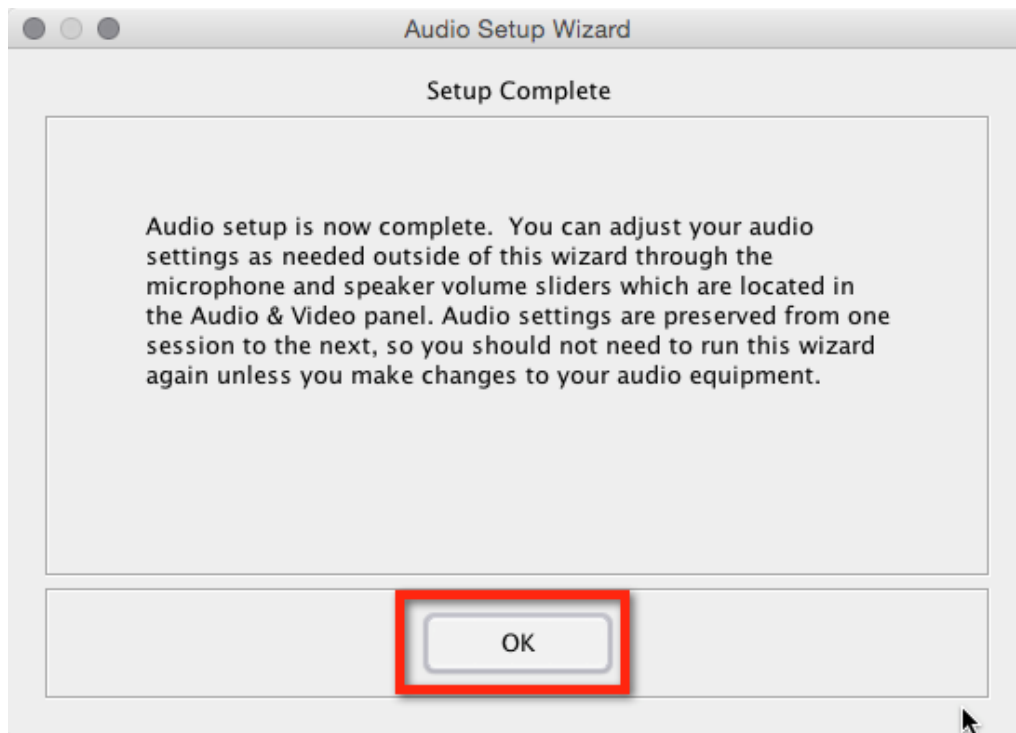
Click **Play** to play the recording you previously recorded from the selected input device. Once you are finished, click **Stop**.
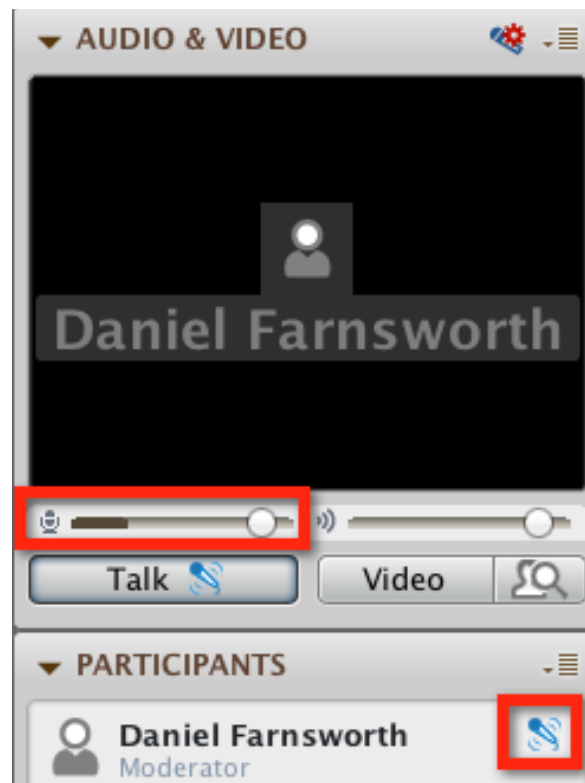

If you heard the recording, click **Yes**.

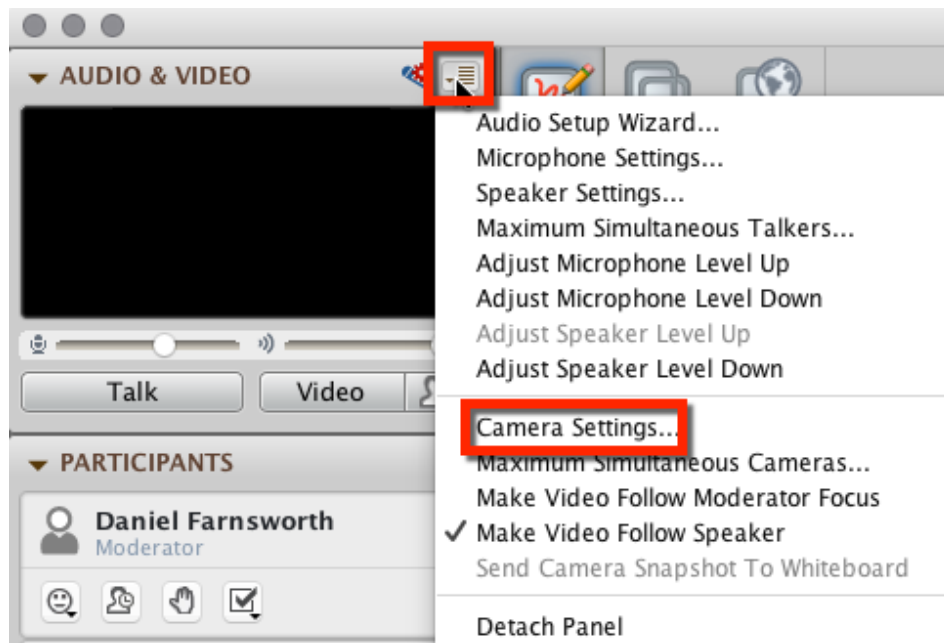You have successfully setup your audio. Click **OK** to close.

Click the **Talk** button to test and make sure you audio is working. You will notice above the Talk button, when you are talking, the dark portion of the bar will go from side to side. This is your microphone catching the noise and letting you know it is functioning correctly. The Talk button also enables an icon which is next to your name and the Talk button. This lets you know the microphone is **ON**.
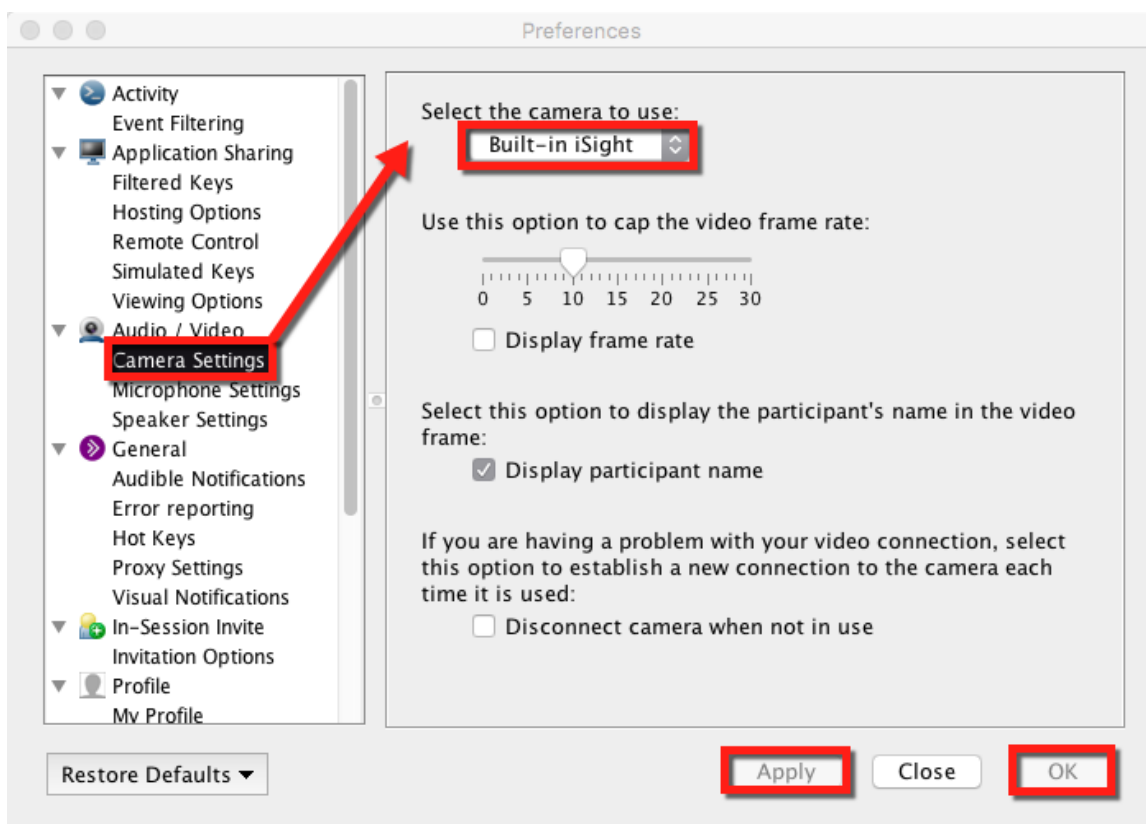
Video:
After you have Collaborate open, select the 5 lined icon to open the drop down menu. Select **Camera Settings...**

Select which camera is setup on your computer from the drop down menu. If you have a built in webcam, most of the time "built in" will be in the name. If you have an external webcam (webcam with USB plug in), most of the time the brand name (Logitech, Creative, LG, etc.) will be in the name. You may leave the default settings. Once you are finished, click **Apply**, then **OK**.

Test your webcam by clicking the **Video** button near the upper left corner of the Collaborate window. You will notice your webcam is **ON** because you see the icon next to your name.