

Overview

There are two ways to join meeting audio, [joining via computer](#) or [joining via telephone](#). Follow these sections to test your audio before or after joining a meeting.

You can also [join a test meeting](#) if you want to test your audio and familiarize yourself with meeting controls.

Prerequisites

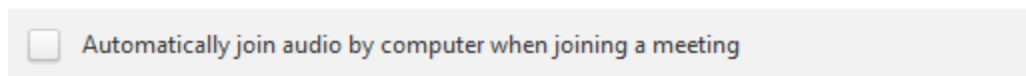
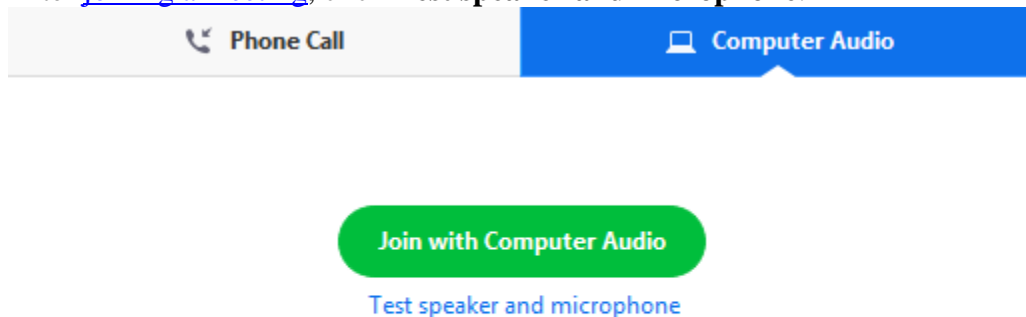
- Microphone, such as the built in microphone, a USB microphone or an inline microphone on headphones
- Speaker or headphones



Testing Audio Before Joining a Meeting

If you haven't enabled the [setting to automatically join by computer audio](#), you can test your speaker and microphone before joining a meeting:

1. After [joining a meeting](#), click **Test speaker and microphone**.



2. The meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu or click **No** to switch speakers until you hear the

ringtone. Click **Yes** to continue to the microphone test.

Testing speaker...

Do you hear a ringtone?

Speaker 1: -

Output Level:

3. If you don't hear an audio replay, use the drop-down menu or click **No** to switch microphones until you hear the replay. Click **Yes** when you hear the replay.

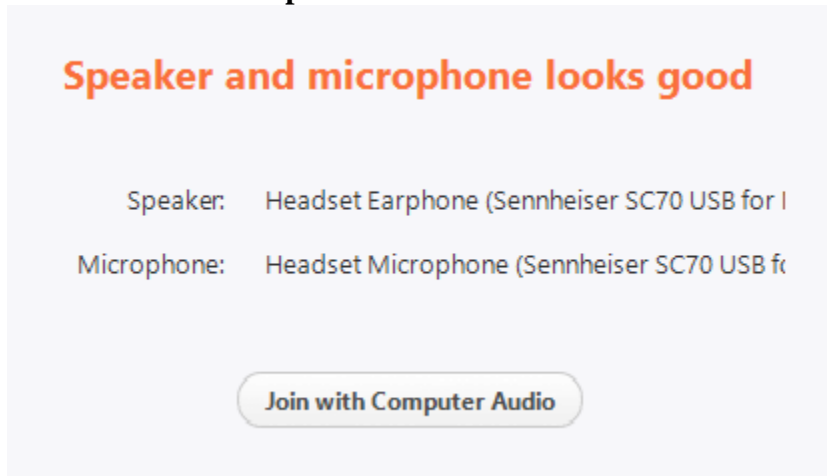
Testing microphone...

Speak and pause, do you hear a replay?

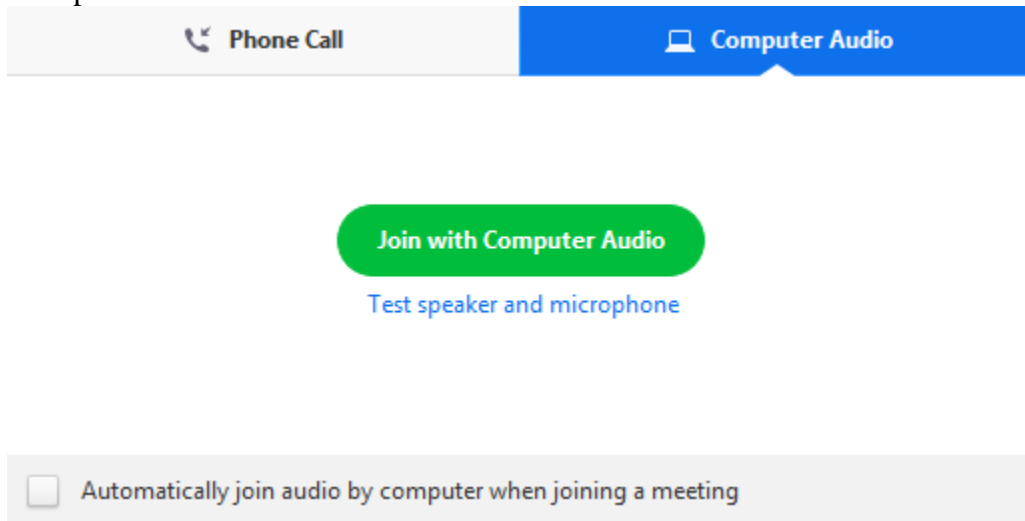
Microphone 1: -

Input Level:

4. Click **Join with Computer Audio**.



5. Click **Join with Computer Audio** to join the test meeting with the selected microphone and speakers.



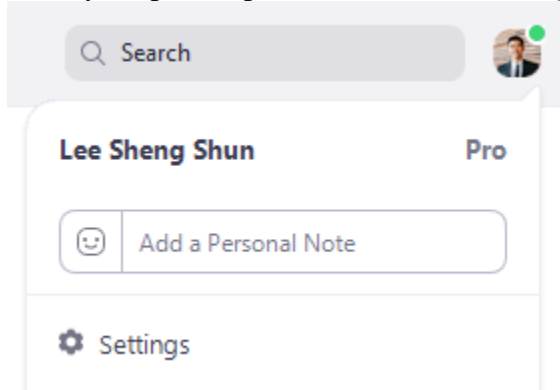
Testing Audio Using Audio Settings

To test your audio, navigate to your audio settings before or during a meeting:

Before a meeting

1. Log in to the Zoom client.

2. Click your profile picture then click **Settings**.



3. Click the **Audio** tab.



4. Follow the sections below to test your [speaker](#) or [microphone](#).

During a Meeting

You can access your audio settings and test your audio when you are already in a meeting.

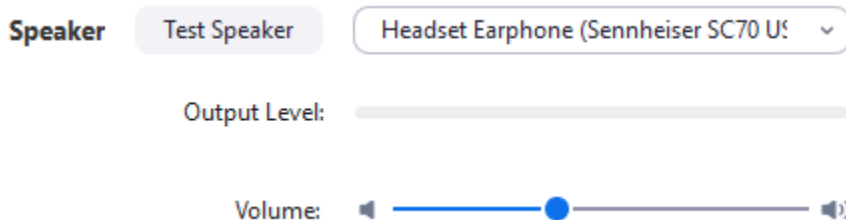
1. In the meeting controls, click the arrow next to **Mute/Unmute**.



2. Click **Audio Options**. This will open your audio settings.

Testing your Speaker

1. Click **Test Speaker** to play a test tone.
2. If you cannot hear it, select a different speaker from the menu or adjust the **Volume**.

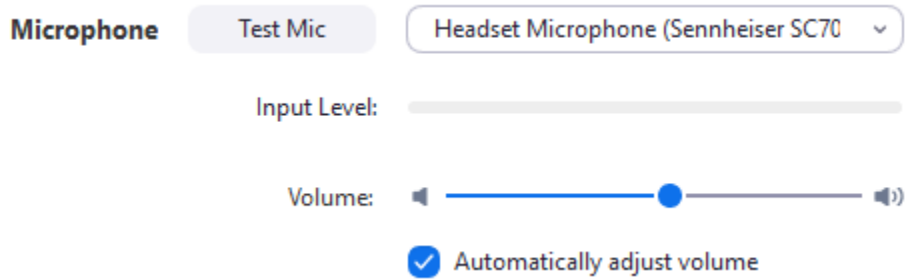


[Learn more about audio settings.](#)

Testing your Microphone

1. In the **Microphone** section, you will see the green **Input Level** bar move when Zoom is picking up audio.
2. Click **Test Mic** to test your microphone.
3. Your audio will start recording. Click **Recording** when you are done and it will play back. You can select another microphone from the menu or adjust the input level.

4. Check **Automatically adjust microphone settings** if you want Zoom to adjust the input volume automatically.



[Learn more about audio settings.](#)

Microphone Troubleshooting

- If you are on on Mac OS 10.14 Mojave or earlier and can't access the microphone, check your operating system permissions to confirm that Zoom has access to the microphone. [See Using the Zoom Client and Zoom Rooms with Mac OS 10.14 Mojave for more information.](#)
- If you are on Windows 10 and can't access the microphone, use the Windows search box to navigate to **Microphone privacy settings**. Switch on the **Allow apps to access your microphone** toggle, and enable access for Zoom.