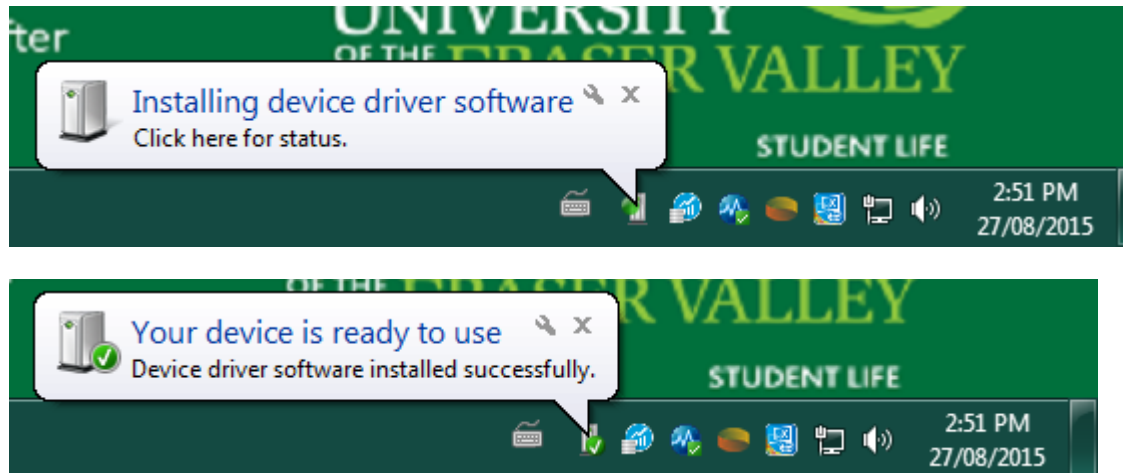


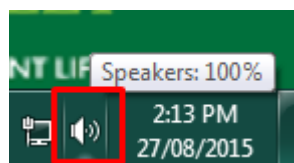
How to Set Up USB Headsets

NOTE: This tutorial also applies to other USB headsets.

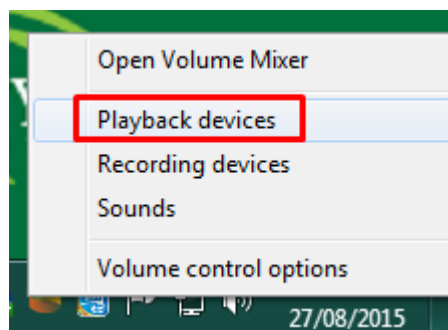
1] Wait until **"your device is ready to use"**



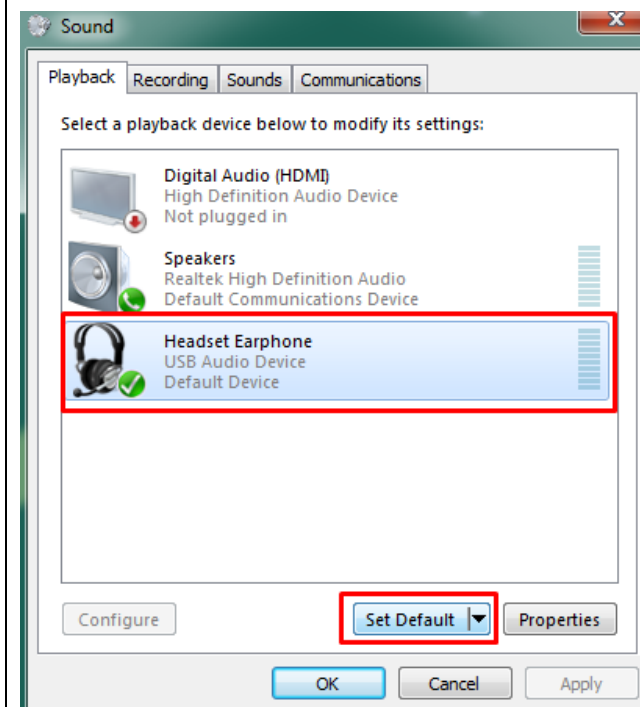
2] **Right-click** on the speaker icon



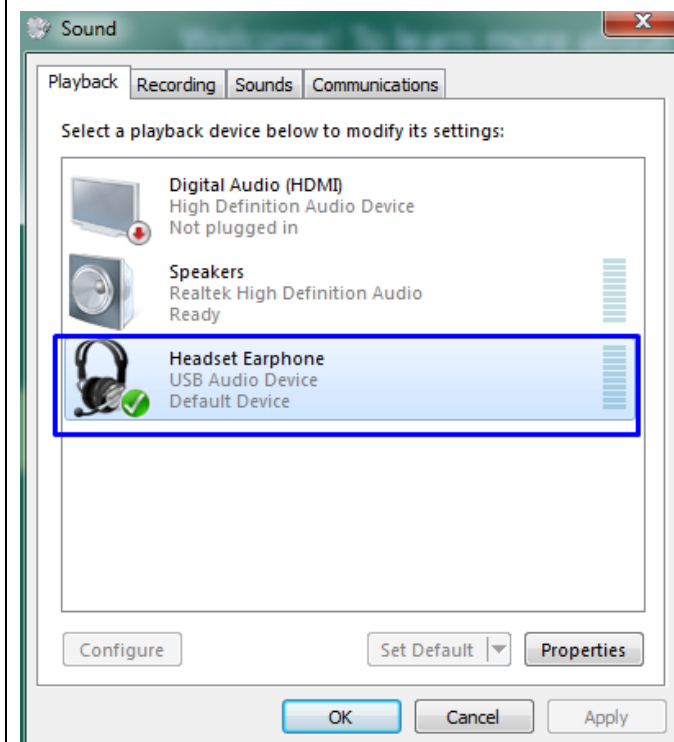
3] **Playback devices**



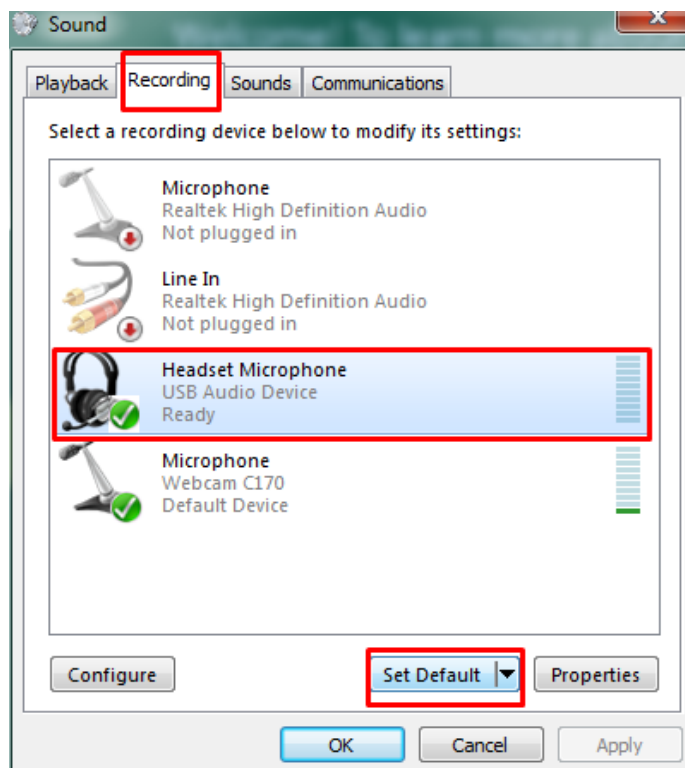
4] Click the **USB Headset** and then **Set Default**



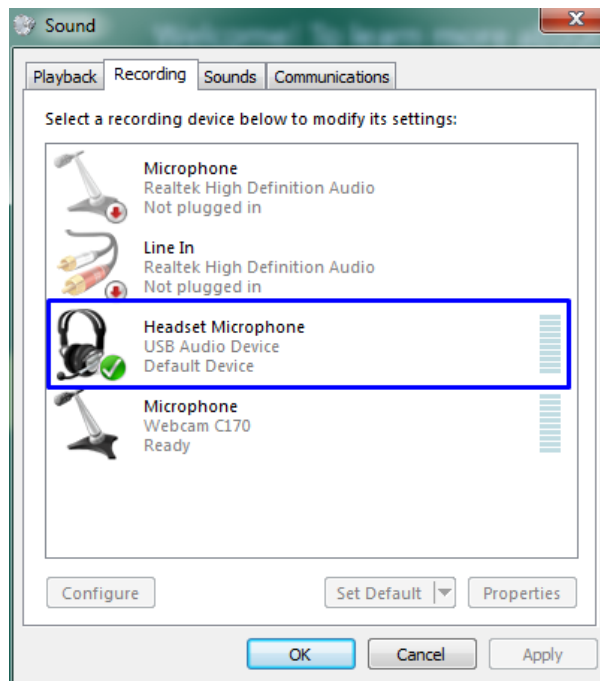
5] Check if you have **only one green circle** next to the USB headset



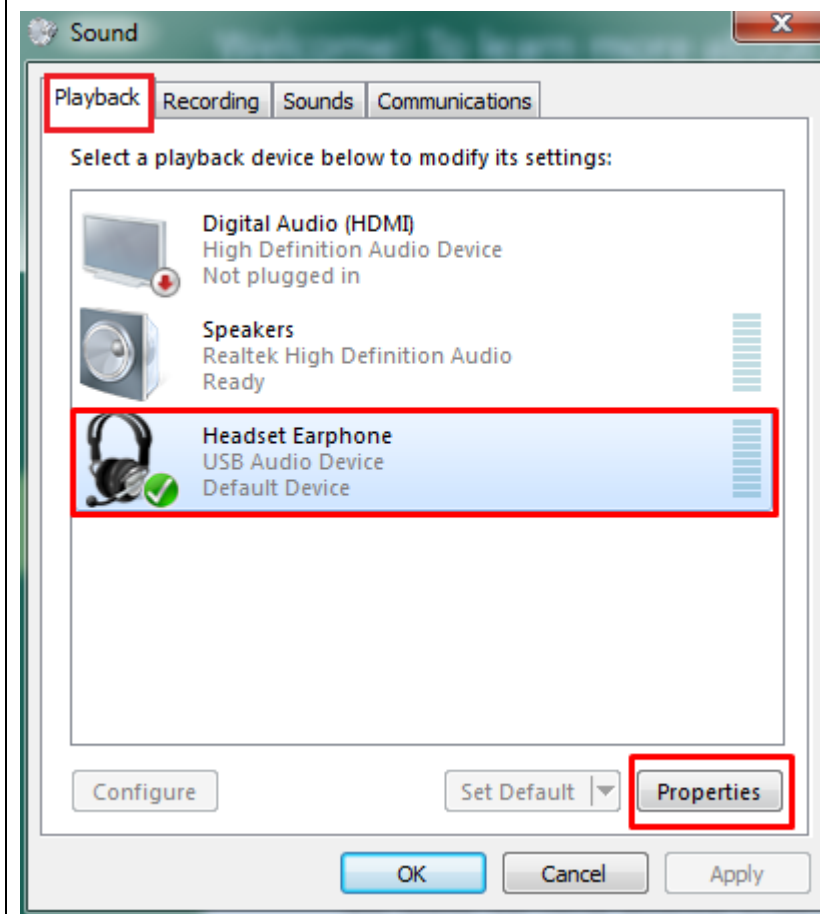
6] Recording > USB microphone > Set Default



7] Check if you have *only one green circle* next to the USB microphone



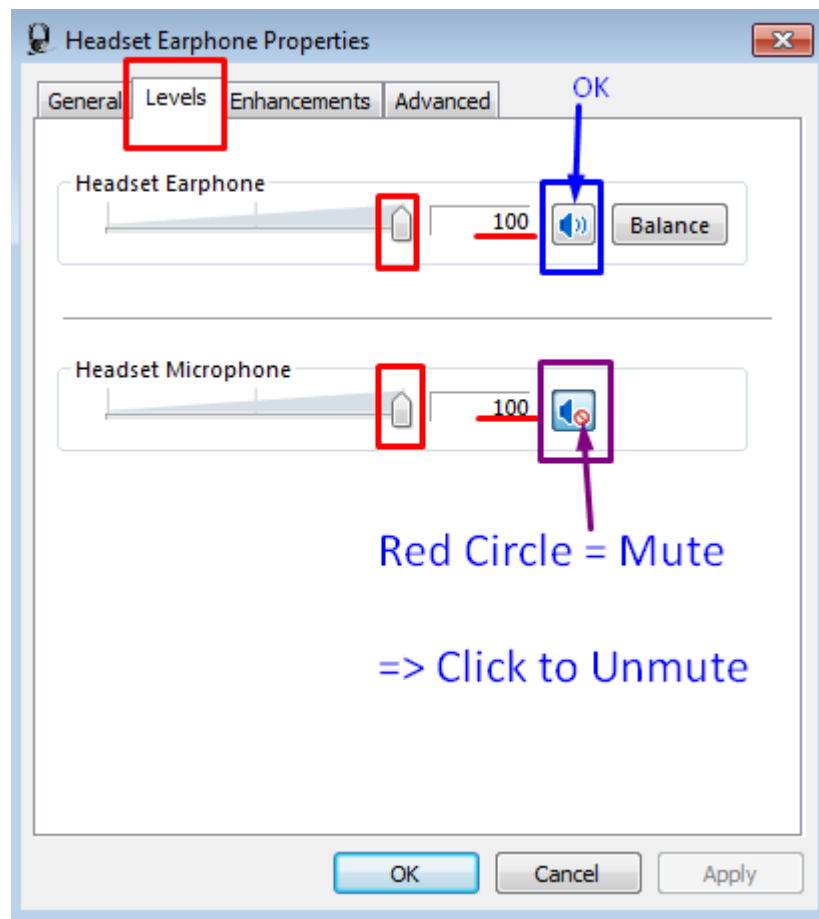
8] Playback > the USB headset > Properties



9] (next page)

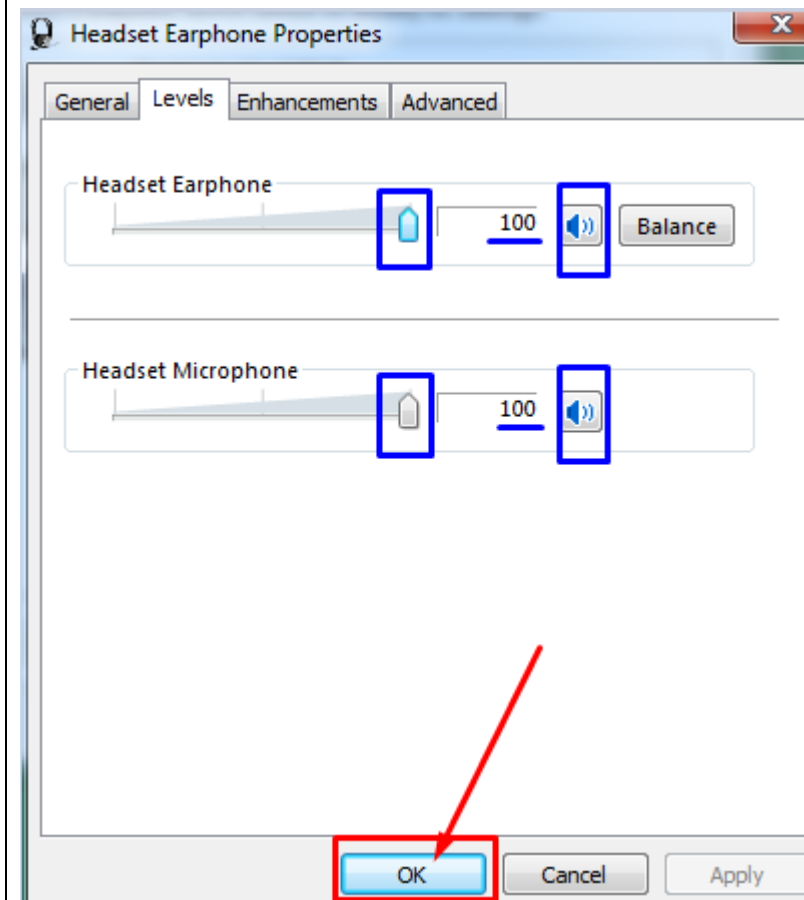
9] **Levels** > the volume bar to **100** & **no red circle**

Click a **small red circle** if you see one to “unmute” the headset or microphone.



10] (next page)

10] When everything is enabled, click **OK**.



11] In **each program** (Chrome, Firefox, Safari, Collaborate, Skype, Audacity, etc.), check if the **default microphone and headset** are chosen correctly. If not, choose the default microphone and headset in each program.