

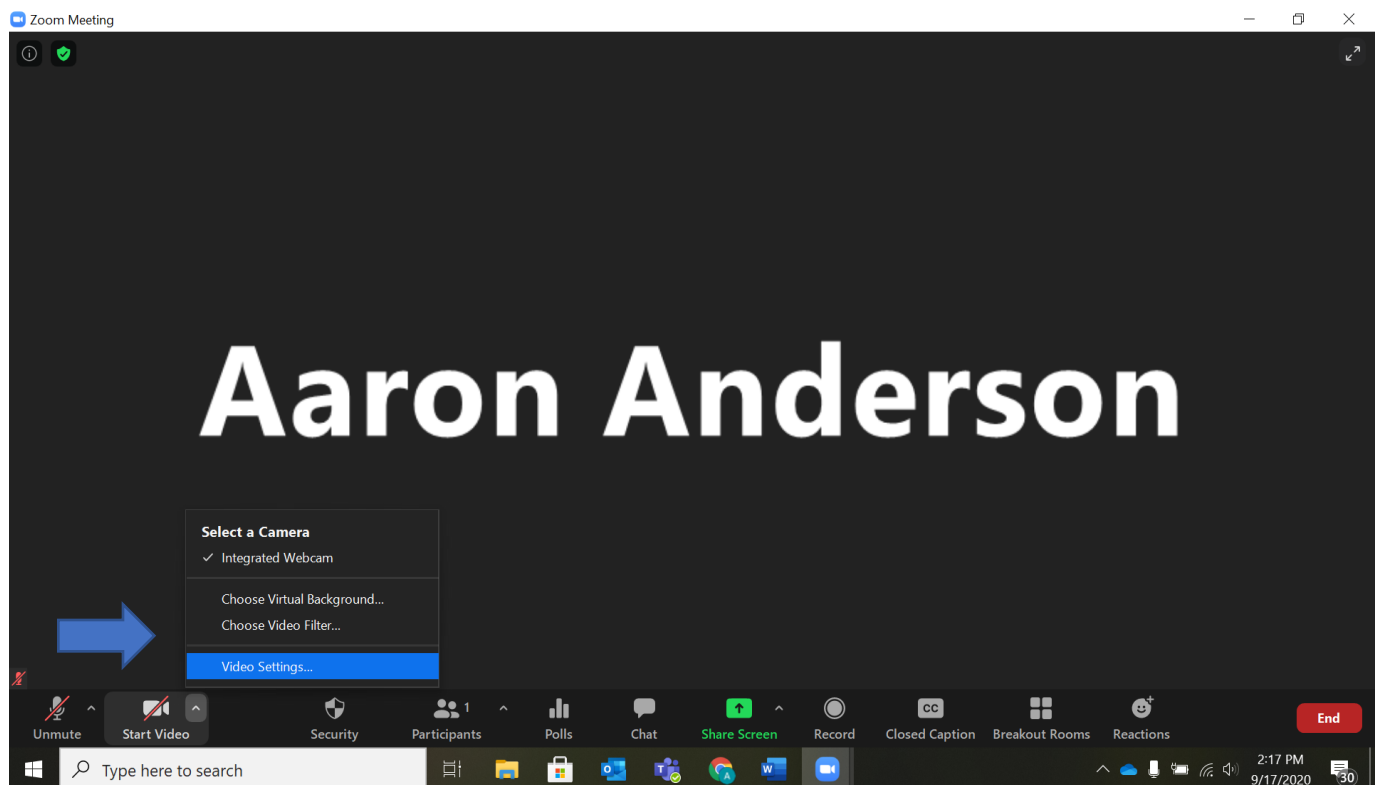
Zoom Settings

Each individual has varying comfort levels when it comes to operating within the Zoom platform. This UNT Career Center Zoom Quick Guide is designed to help you configure optimal settings for everything from virtual study sessions to remote interviews. The following section focuses primarily on **Video and Audio settings**. It will show you how to access each setting, as well as some of the Zoom functionality you'll likely want to utilize. The [Zoom Help Center](#) is an excellent resource should you have more in depth questions. As always, the UNT Career Center team is available to assist you with any Zoom or career-related questions.

(We have also created a helpful [video tutorial](#) that is available online.)

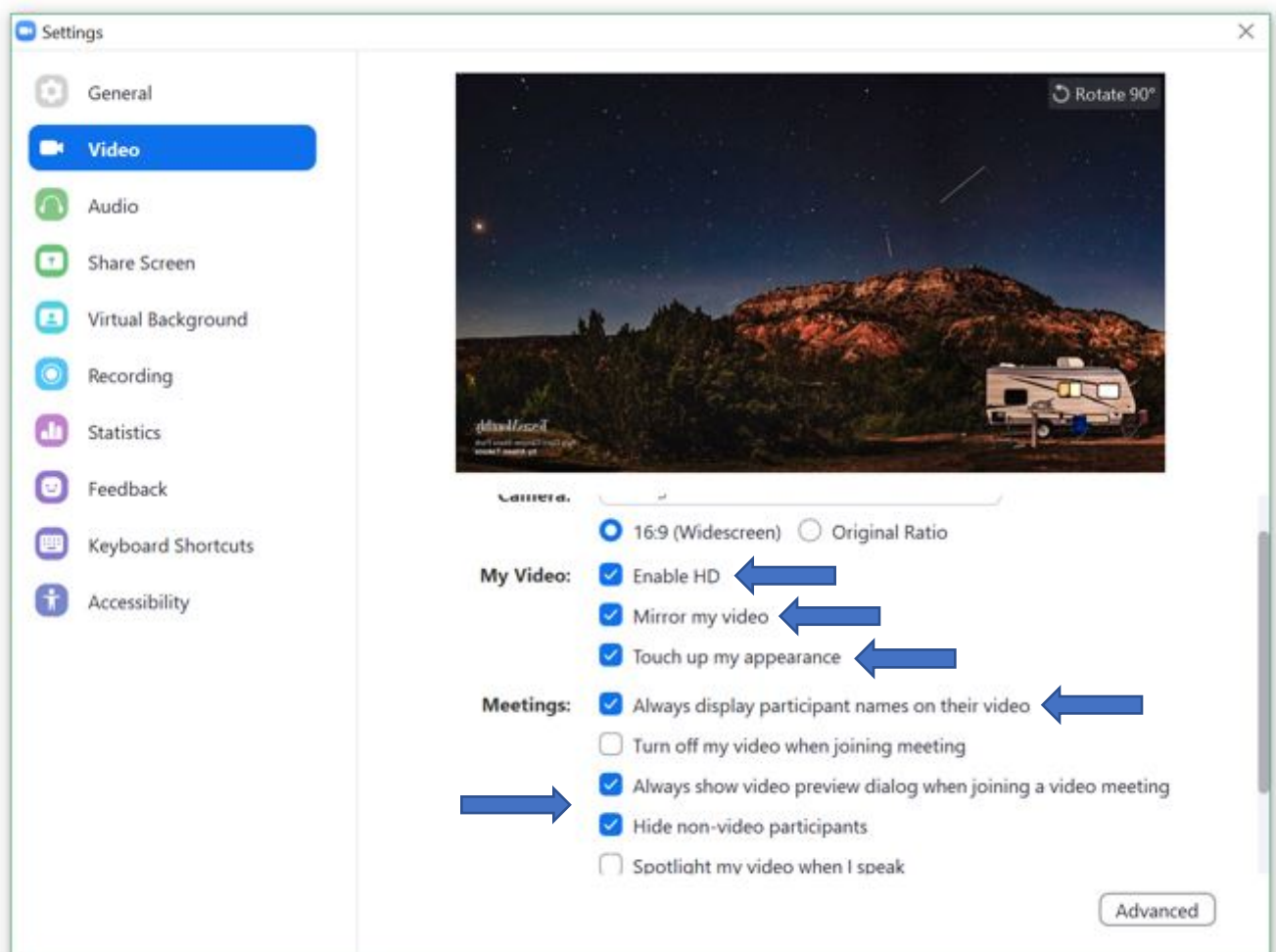
Video Settings

Accessing Video Settings:



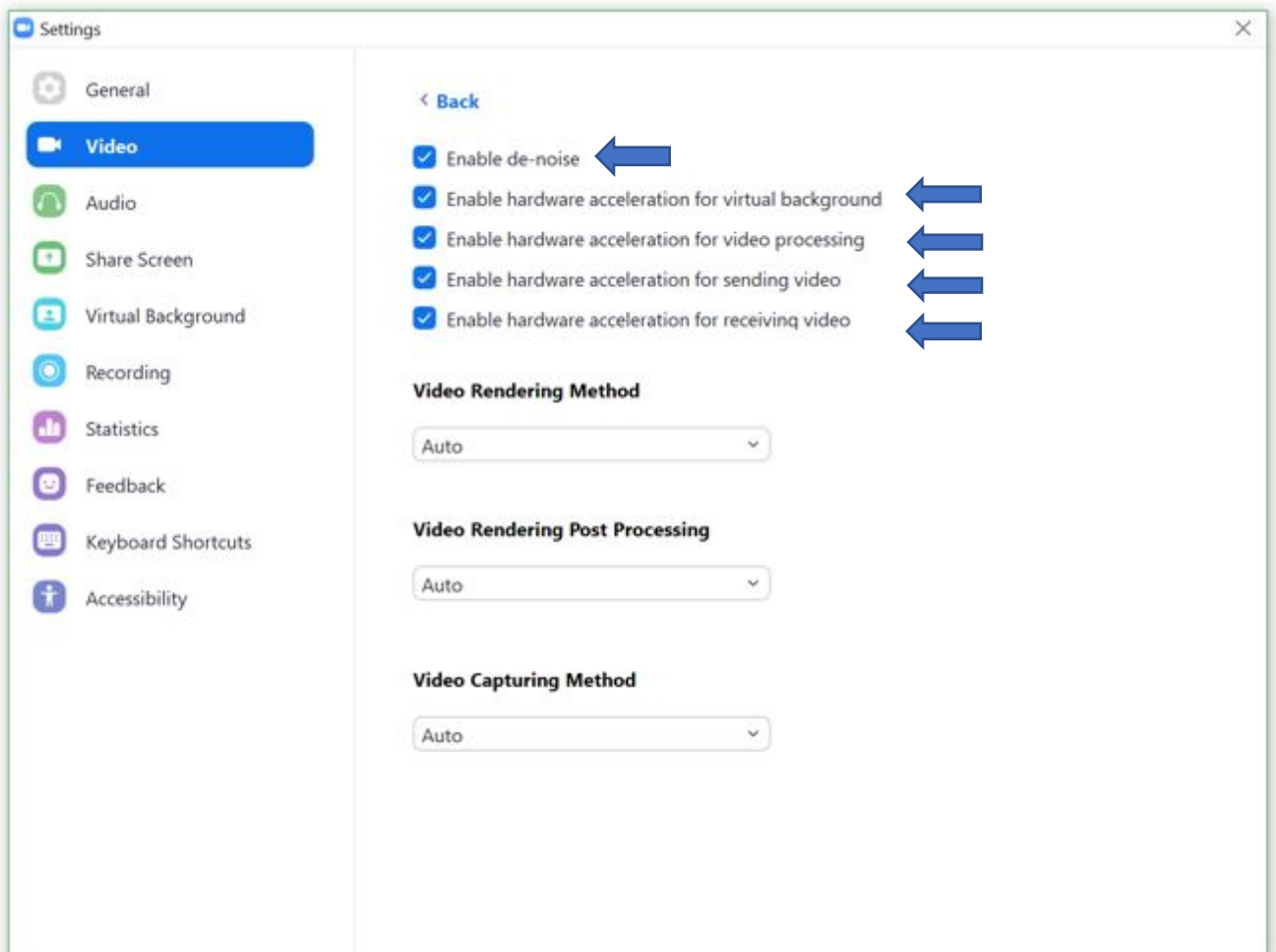
These standard video settings are recommended for maximizing video quality:

- Enable 16:9 Widescreen (if available).
- Enable HD (if available).
- Enable Touch up my appearance (This minor feature will slightly increase the color tone of the recording.)
- Enable Hide non-video participants.



The following advanced video settings will upgrade your overall Zoom experience:

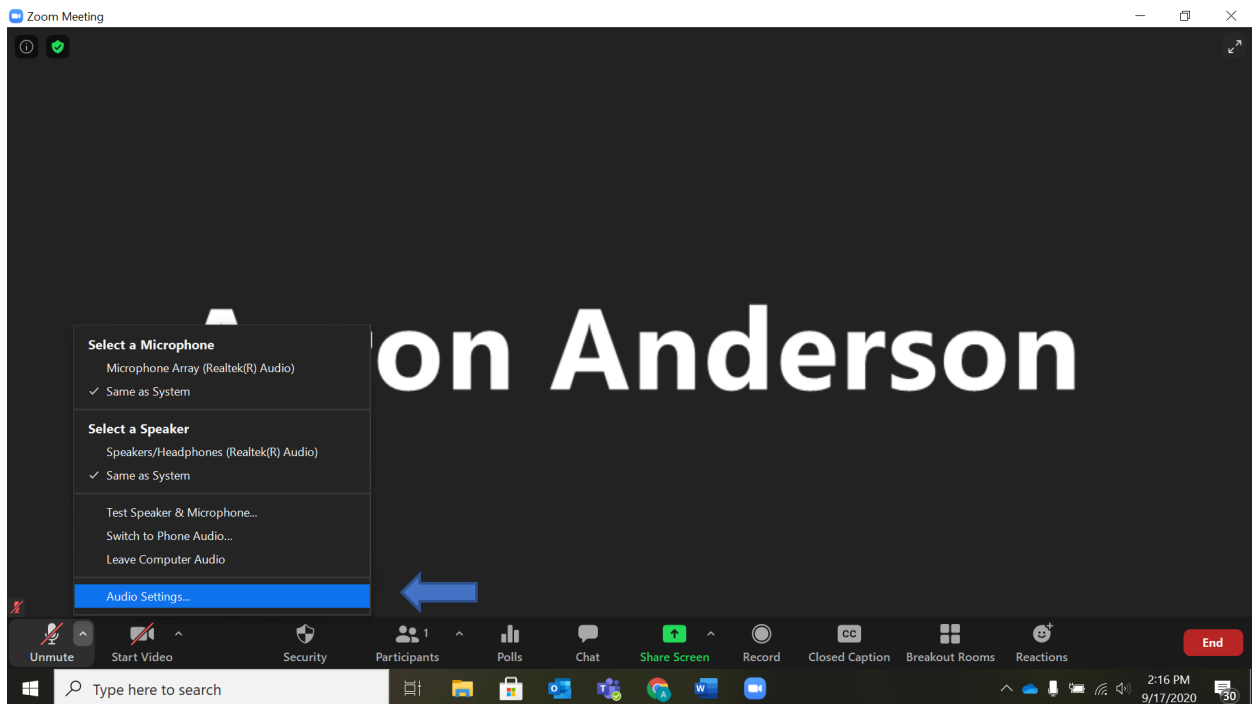
- **Enable De-noise** (if available)
- **Enable hardware acceleration for video processing/sending video/receiving video.** (if available)



Audio Settings

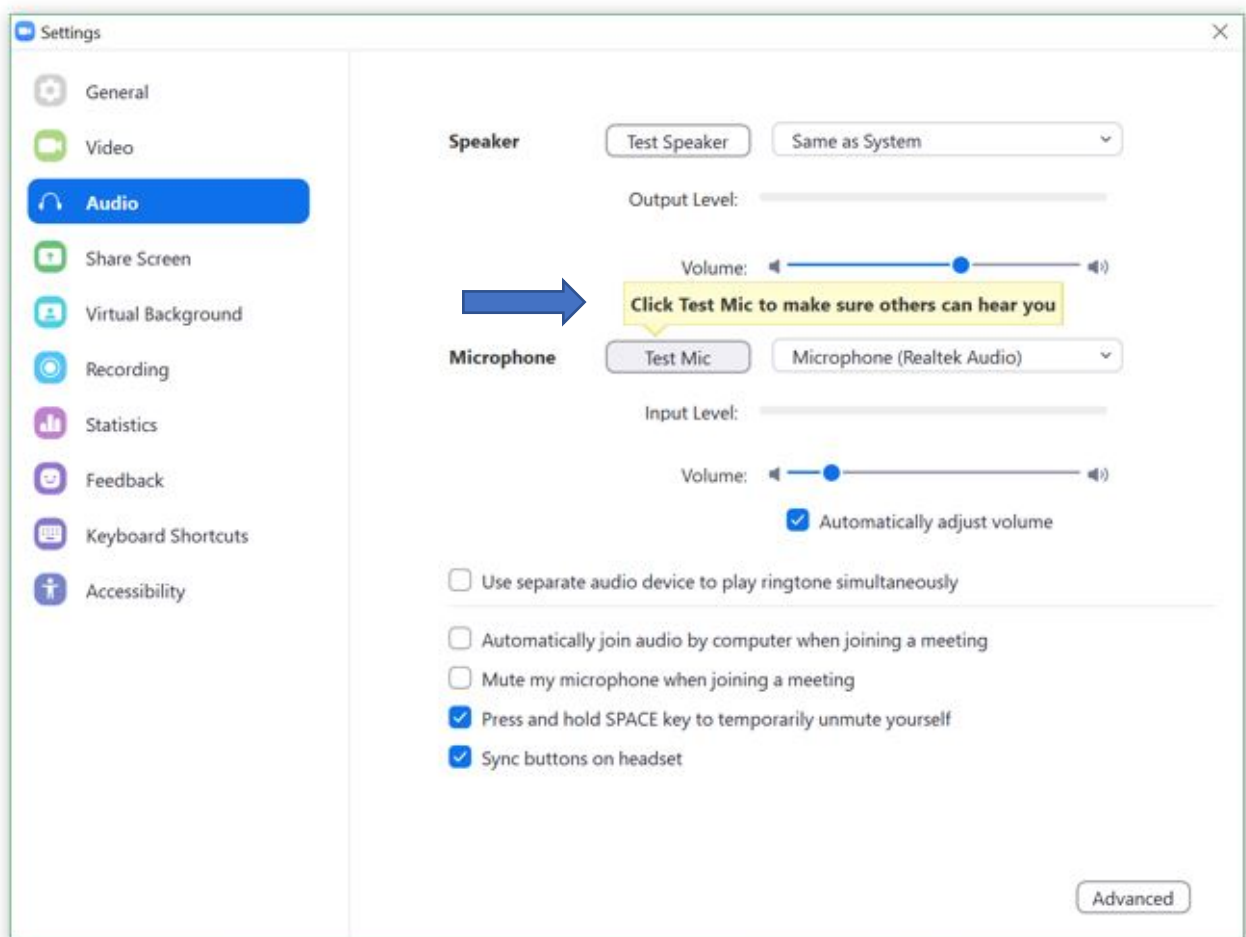
The audio settings are possibly the most important part of your Zoom experience. Poor sound quality, or a complete lack of any sound at all, can quickly frustrate everyone involved in the Zoom call. These easy configurations can help avoid audio-related problems.

- Accessing Audio Settings:



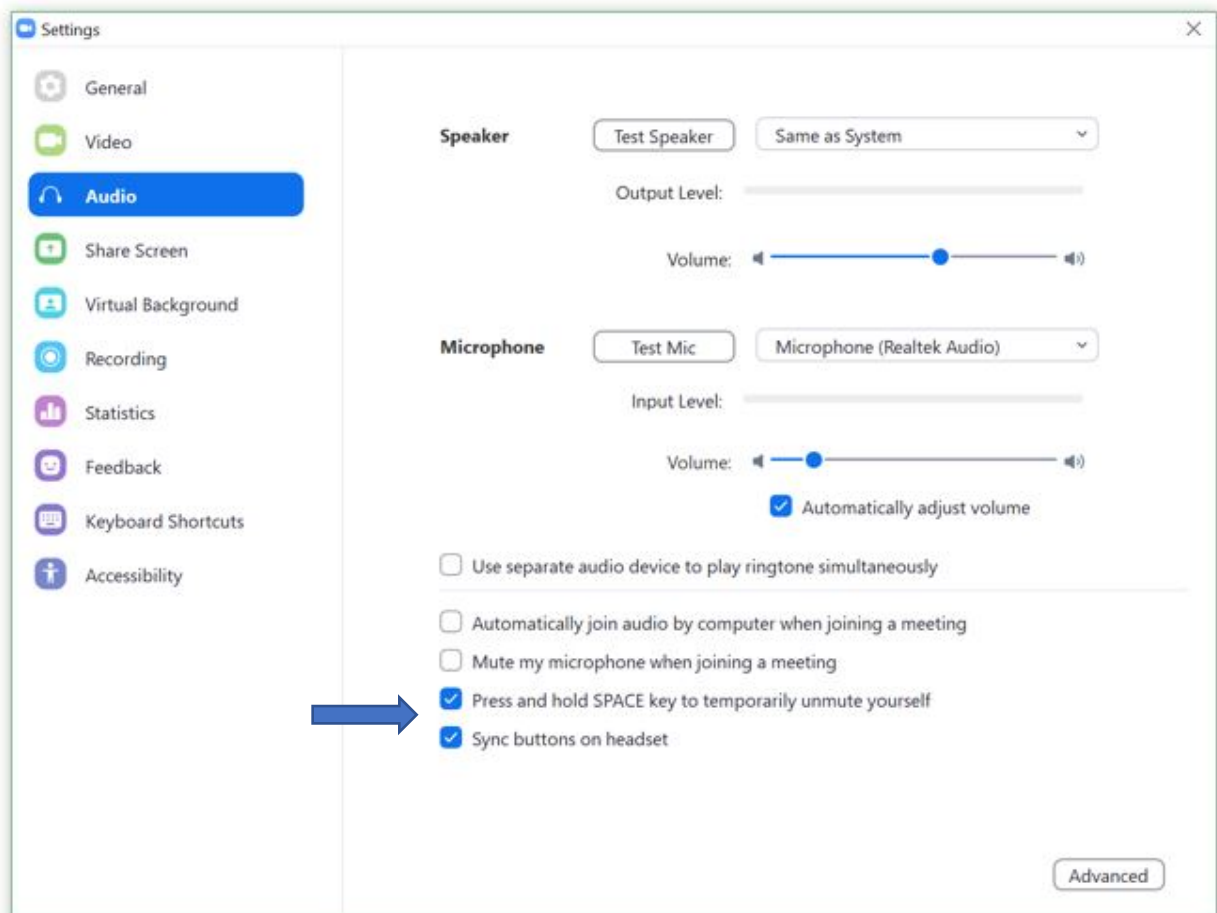
Test Microphone

It is always a good idea to test your computer's microphone before a Zoom meeting. The "Test Mic" feature will record and play back a sample of your audio, so you can gauge the sensitivity of your microphone.



These standard audio settings are recommended for maximizing sound quality:

- **Enable Stereo Sound** (if available.)
- **Enable Press & Hold SPACE Key to Unmute Yourself.** For a clean recording, it is always best to have your mic muted when you are not speaking. There are many instances when your computer will pick up an inadvertent sound, and this can disrupt the overall flow of the Zoom call. Muting your microphone when not speaking is an easy way to avoid this disruption.

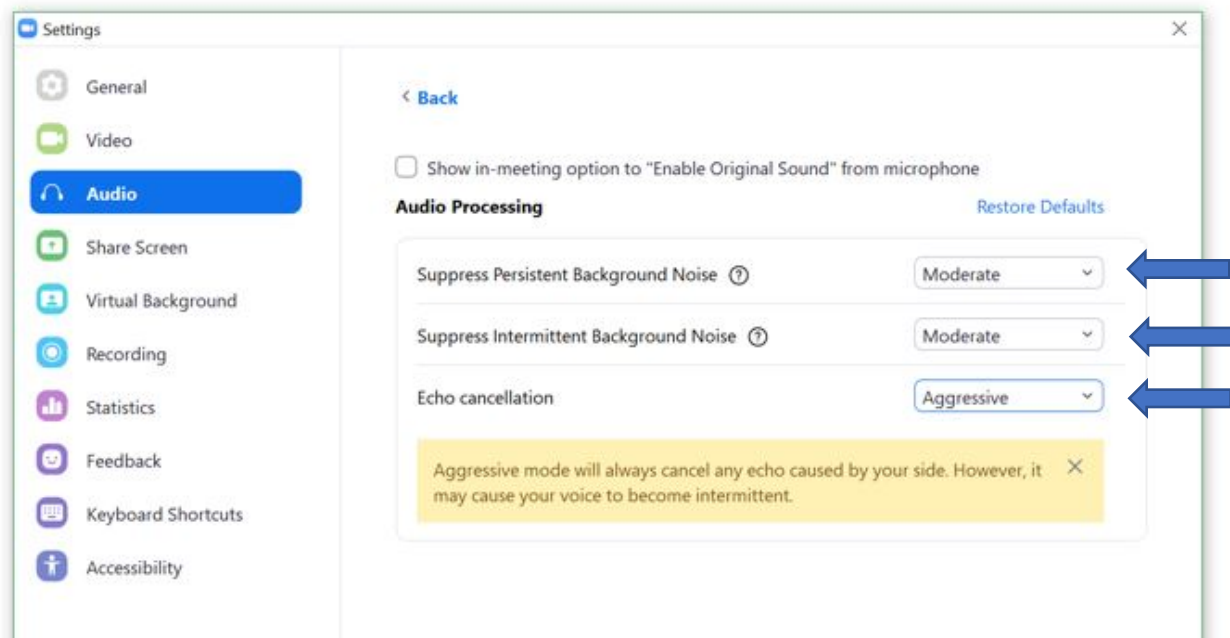


These advanced audio settings will further enhance the sound on your Zoom call:

- **Suppress Persistent Background Noise – Moderate**
- **Suppress Intermittent Background Noise – Moderate**
- **Echo cancellation – Aggressive**

These special audio processing features are essential to a successful, professional Zoom experience. The first two revolve around noises your computer's microphone picks up in the background. **Persistent Background Noise, for example, might be a humming refrigerator or a loud air conditioning unit. Intermittent Background Noise filters out more random occurrences like a Zoom participant moving their chair or tapping their keyboard.** Enabling these features allows Zoom to suppress or diminish the volume of these background noises. Moderate is our recommended setting, but if your Zoom call takes place in a louder environment, a switch to Aggressive may be warranted.

Aggressive is an excellent baseline setting for Echo Cancellation. This allows Zoom to clean the audio and attempt to eliminate any echo affect caused by your computer's microphone. Please note – as is illustrated in the graphic below – that setting Echo Cancellation to “aggressive” can occasionally cause an intermittent disruption in you audio stream. **Testing your microphone, or conducting a practice Zoom call, will help you determine whether “aggressive” or “moderate” is the optimal Echo Cancellation setting for your system.**



Bonus Content! Exciting new features from the Zoom 5.2.2 Update:

Once you've had some time to get comfortable with the Zoom platform, you may want to consider these newly-added options to add polish and professionalism to all your virtual appointments.

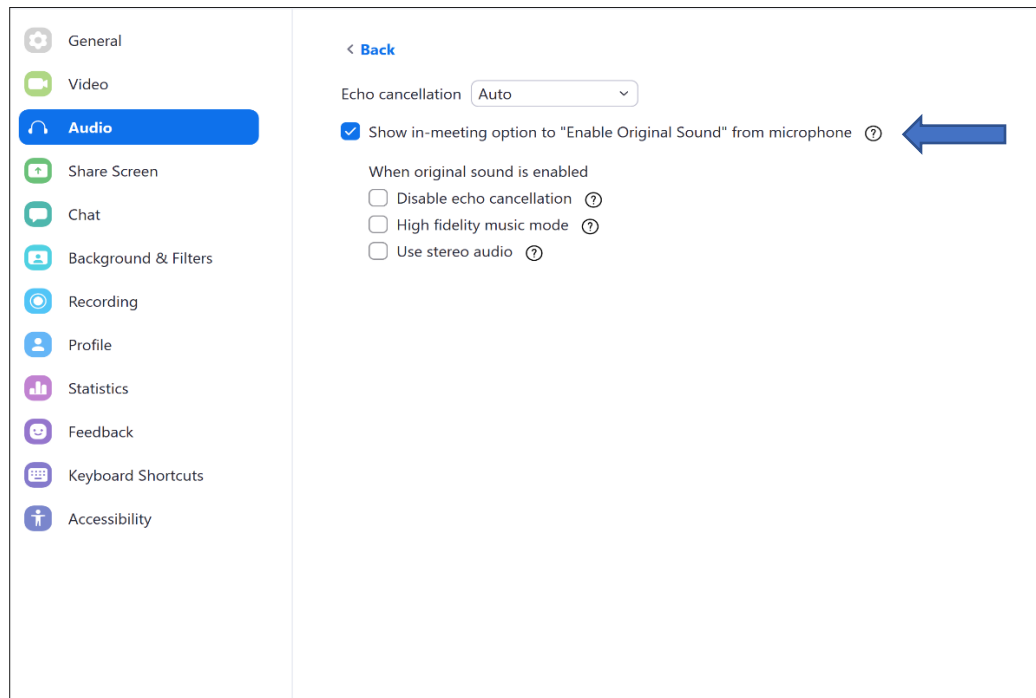
- **Enable Original Sound**

This setting will make you sound your very best, but it requires more advanced technology than may be available to most students. For starters, you'll need a good pair of headphones with a built-in microphone. **Bluetooth is not a recommended option as this setting works best when your microphone has a direct line into your computer.** Pairing this feature with the right headphones, however, will ensure that your voice always comes through clean and clear.

There are two other new features in the audio settings that may be worth considering:

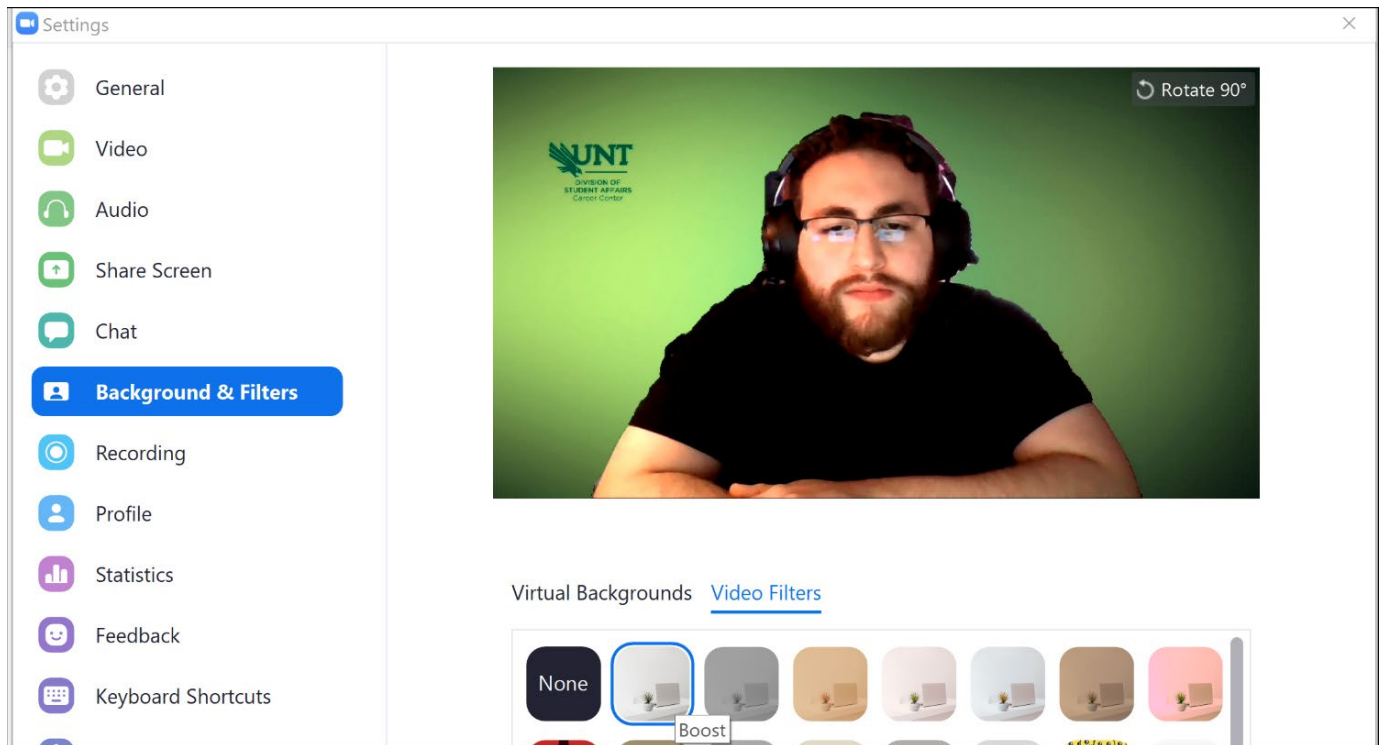
- **High Fidelity Music Mode**
- **Use Stereo Audio**

These features will deliver the highest quality audio experience possible. You won't need to strain to hear the person you're talking with, and you shouldn't have to ask anyone to repeat themselves. To get the most out of these settings, you will need a pair of Stereo High Definition headphones. **Also of note, all three of these advanced settings can burn up a lot of bandwidth, so an ethernet connection to your internet is strongly advised.**



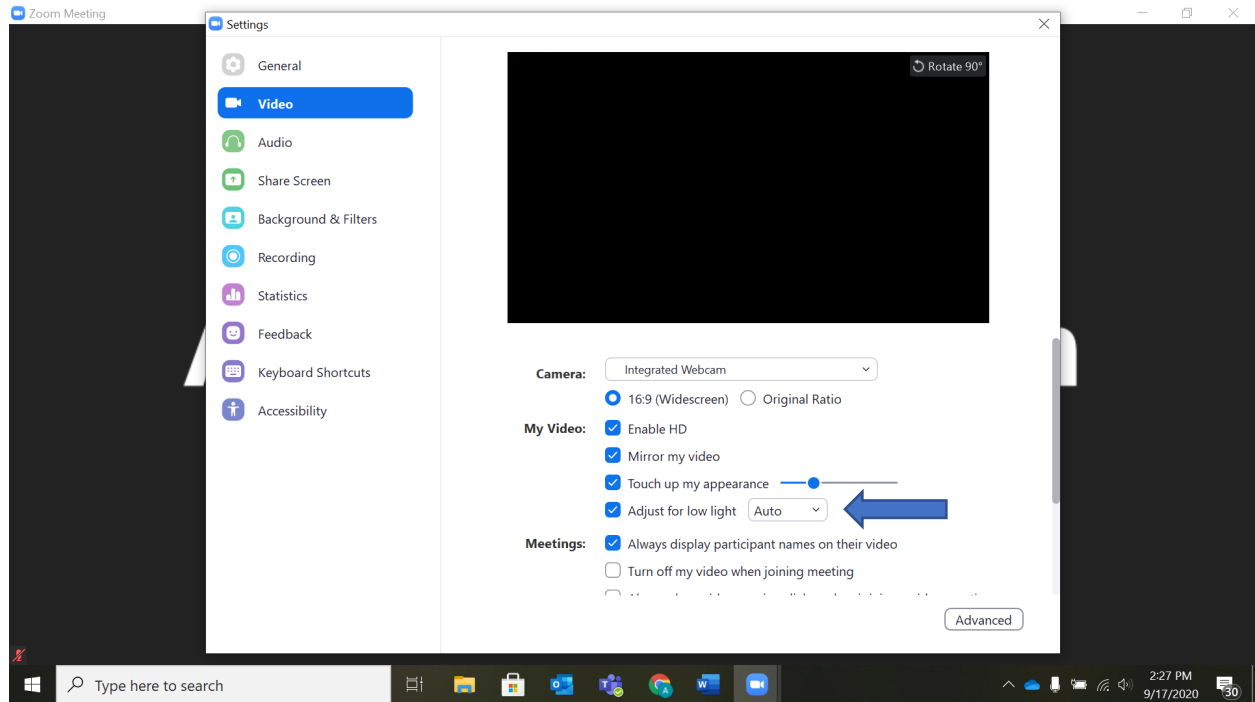
- **Video Filters**

Video Filters are an effective way to “touch-up” your **Zoom appearance**. (Because let’s be honest, webcams don’t always catch us in the best light.) We recommend a basic color grade setting like **Boost, Cinnamon, or Cream**, as they provide a nice tinge for any skin tone.



- **Adjust for Low Light**

Your best option for Zoom calls is to be facing your light source (frontlit), but depending on the available lighting in your space, or the time of day, this may not always be possible. **For situations or rooms lacking ideal lighting, enabling the Adjust for Low Light feature can be a quick fix until you come up with a more permanent solution.**



- **Statistics**

Zoom can be a valuable tool for working or interviewing virtually, but, as noted earlier, it can also be a major drain on your bandwidth. Luckily, the new “statistics” feature allows you to regularly monitor exactly how much of your computer’s memory and processing power Zoom is consuming. This is especially valuable if you decide to utilize some of the new audio options that are notorious for monopolizing bandwidth. **We recommend checking your stats on a regular basis to avoid overwhelming your computer and prevent it from potentially freezing up.**

Settings

General

Video

Audio

Share Screen

Chat

Background & Filters

Recording

Profile

Statistics

Feedback

Keyboard Shortcuts

Accessibility

Overall

Audio

Video

Screen Sharing

CPU

2.0GHz Cores: 4

Memory

15.84 GB

Zoom

0%

Zoom

218 MB

Overall

11%

Overall

8.87 GB

Bandwidth

-

Network Type

-

Proxy

-

Connection Type

-

Data Center

-

Encryption

-

Version

5.2.2 (45108.0831)

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