

Audio and Video Conferencing

University of Massachusetts UMASS. Medical School	Presentati	ion	Audio Conference	Video Conferen			CAMERA POWER
Audio Conference							
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	·	0	#		AUDIO CONF		
						PRIVACY	
	MICROPHON	EVOLUME				SOURCE VOLUME	

The microphones in the room will be used for the call

- 1. Select "Audio Conference" From the top menu.
- 2. Dial the phone number: Internal: 5-digit extension External: 9 + 10-digit phone number (ex: 9-1-508-856-8989)
- 3. Touch "Dial" and proceed with your call.
- 4. When complete, touch "Hang Up"

Call Options

- "Privacy" will toggle mute the microphones in the room from going to the far end participants.
- **"Ceiling Mics"** will toggle mute the ceiling mics only. This will help alleviate background noise while muted. When unmuted, the ceiling microphones are sensitive and will pick up general room discussions, Q&A, etc.
- "Audio Conf Volume" is used to adjust the far-end caller volume in the room.

Video Conference

For Video conference assistance please reach out to Communication Technologies at 508-856-3938 or communication_technologies@umassmed.edu

Academic Technology