Using your computer for audio in a Wiggio virtual meeting

How do I use my computer's microphone and speakers for audio?

Un-muting your microphone

1. In the menu bar at the top of the page, click the microphone button ( )
2. From the menu that opens, click "Mute My Microphone" to uncheck that option.

Muting your microphone

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2. From the menu that opens, click "Mute My Microphone" to check that option.

Choosing your microphone

1. In the menu bar at the top of the page, click the microphone button ( or )
2. From the menu that opens, choose "Microphone Settings..."
3. In the "Adobe Flash Player Settings" window that opens:
   a. Click the drop-down.
   b. From the list that opens, choose your microphone.
   c. (optional) Use the "Record Volume" slider to adjust the gain (audio level) of your microphone.
   d. If you are using speakers, rather than headphones, to listen to the virtual meeting, check the box for "Reduce Echo".
   e. Click the "Close" button.

Allowing access to your microphone

If your computer warns you that Wiggio is "requesting access to your camera and microphone", click the "Allow" button.

If you have accidentally denied Wiggio access to your camera and microphone, and wish to undo that:

1. Right-click within the virtual meeting.
2. From the menu that opens, choose "Settings..."
3. In the Adobe Flash Player Settings window that opens:
   a. Click the Privacy ( ) tab.
   b. Click "Allow".
   c. Check the box for "Remember".
   d. Click the "Close" button.

The Wiggio virtual meeting phone number is not toll-free and is in the 716 (New York, NY) area code. You are responsible for any charges incurred.
## End-of-Life Warning

The D2L company will shut Wiggio down permanently before the end of February 2020. If you have used Wiggio, please immediately:

- Export from Wiggio any materials you wish to keep.
- Adopt replacement tools: Zoom, Microsoft Teams, etc.