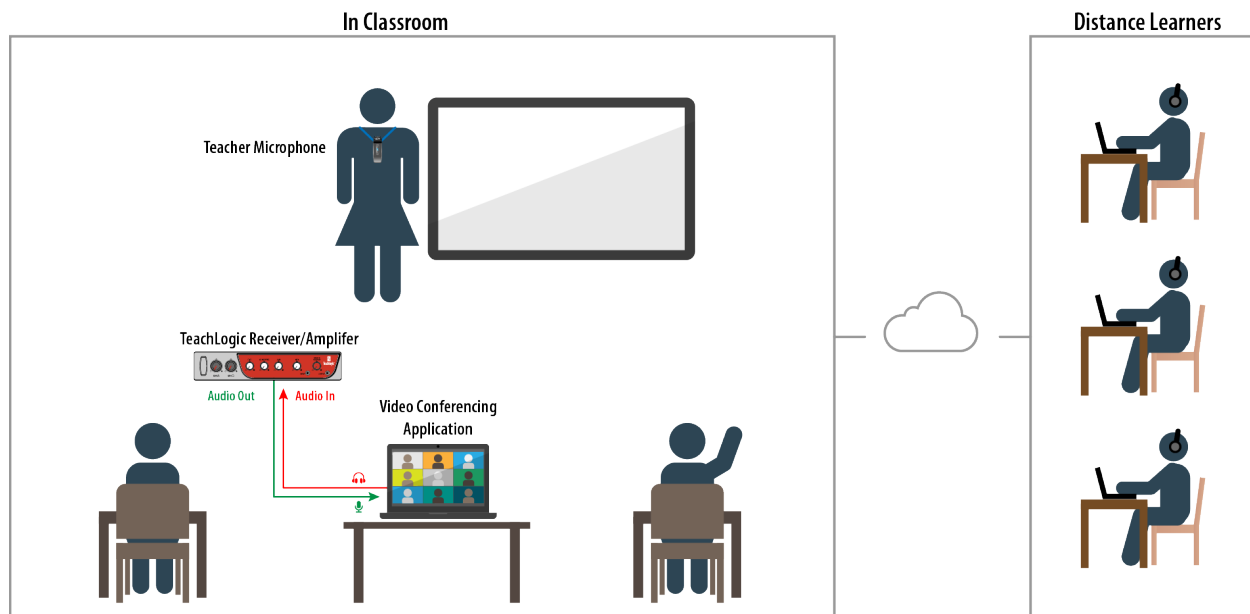# HOW TO USE A TEACHLOGIC CLASSROOM AUDIO SYSTEM FOR DISTANCE LEARNING

Ensuring all students hear equally well regardless of their location

These are the basic instructions to connect a TeachLogic classroom audio system to a computer's audio input & output port(s) for use with video conferencing applications. The goal is to create equitable access to all audio sources for all learners.

- <u>By connecting to the computer's audio input</u>: all media devices connected to the TeachLogic amplifier/receiver (including microphones) will be heard by online viewers.

- <u>By connecting to the computer's audio output</u>: all audio—including devices connected directly to the computer—will play through the TeachLogic amplifier/receiver in the classroom.

TeachLogic system compatibility

- Forum™ 232
- Maxim™ III
- Spectrum™ III

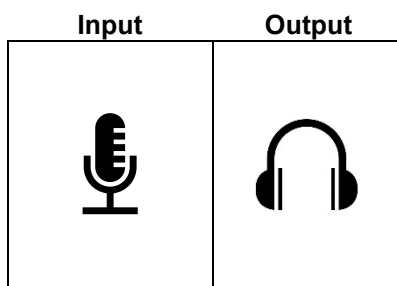- Matrix™
- Quantum™ II
- VoiceLink™ I*

*requires an existing classroom audio system and will connect differently than the other TeachLogic amplifiers

TeachLogic *Application Note*
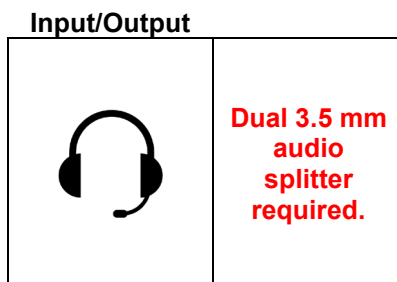
Computer Audio Input & Output

- Placement of the computer should be based on what needs to be visible on camera. Please note that moving any device might affect what cables are required to maintain the connection.

- Locate the computer' audio connections. Determine if there are separate connections for an audio input & audio output.

- If there is a single port, it must support audio input and output. An audio "splitter" that **supports both a microphone and speaker** connection will be required.

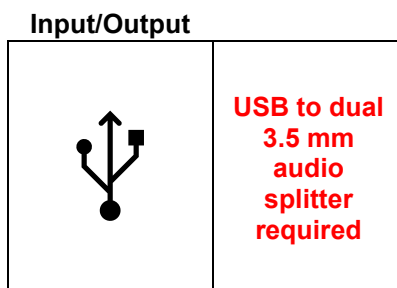These are the 3 most common types of computer audio connections:

1. Separate 3.5 mm input & output: The microphone/audio input on most computers is a 3.5 mm port. It is often identified by a pink circle with a microphone icon, whereas the audio output is identified by a green circle with a headphones icon.

Input	Output
🎤	🎧

2. Single 3.5 mm connection: This often is black or silver and is represented by the "headset" symbol.

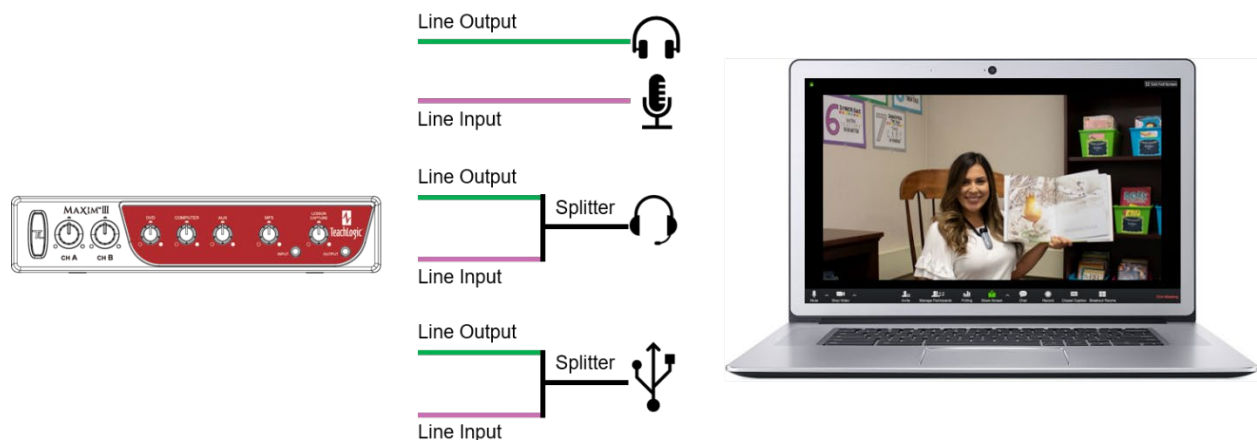| Input/Output	
🎧	**Dual 3.5 mm audio splitter required.**

3. USB connection: If the computer does not have 3.5 mm connections, connect to the computer's USB port using a USB-to-3.5 mm splitter.

Input/Output	
⛔	**USB to dual 3.5 mm audio splitter required**

Amplifier/Receiver Audio Cable Requirements

Identify TeachLogic receiver/amplifier. Refer below for what type of audio cables you will need. Take care to note the distance between devices so you obtain the correct length of cable.

- **Maxim III, Spectrum III, Forum 232, Matrix, Quantum II**
  - 2: 3.5 mm-to-3.5 mm audio cables
  - If needed, the applicable audio splitter referenced above.

- **VoiceLink** I
  - 1: Male RCA to either dual female RCA, or dual female 3.5mm splitter. Note that this splitter determines what audio cables you need to connect to the computer and audio system.
  - 1: Audio cable to connect from splitter to computer mic input
  - 1: Audio cable to connect from splitter to classroom audio system input

Connect the TeachLogic amplifier/receiver to the computer

STEP 1: On the computer running the video program Connect an audio cable from the TeachLogic amplifier/receiver output to the microphone (mic) input.

- **Maxim III, Spectrum III, Forum 232**
  - **To computer:** use a 3.5 mm audio cable to connect from either the ALS or Lesson Capture output to the computer mic/audio input.
  - **From computer:** use a 3.5 mm audio cable to connect from the audio output to an input on the amplifier/receiver.

- **Matrix, Quantum II**
  - **To computer:** use a 3.5 mm audio cable to connect from the "Line Out" port on the amplifier to the computer mic/audio input.
  - **From computer:** use a 3.5 mm audio cable to connect from the audio output to an input on the amplifier/receiver.

  - **VoiceLink** I

- o **To computer:** use an RCA-to-3.5 mm cable to connect from the "Line Out" to the computer mic/audio input.
  - **Using w/ a classroom amplifier:** use a 3.5 mm splitter so that one line goes into the computer, and the second line goes into the classroom amplifier.

OUTPUT 1: LESSON CAPTURE OUTPUT

OUTPUT 2: ALS (ASSISTIVE LISTENING SYSTEM) OUTPUT

Image not representative of all TeachLogic amplifier/receivers

STEP 2: Go into the computer's Audio/Sound Settings menu and select the computer's mic source. This is often labeled with the name of the sound card manufacturer. "Stereo Mix (Realtek(R) Audio" in the example shown. This may differ, so please test.

STEP 3: Launch your video app and broadcast/record a test video. If the volume is too low or too high, locate the control dial adjacent to the output port you used on the TeachLogic amplifier/receiver. Turn the dial clockwise to increase the volume, counterclockwise to decrease.

If you need additional adjustment, locate the microphone settings on your video recording application.

STEP 4: Document your specific settings to ensure a repeatable experience.

TeachLogic LLC | 541 Main St, Suite B, Longmont CO 80501 | **P** 760-631-7800 | **E** support@teachlogic.com | teachlogic.com

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