

Muting Microphone Playback

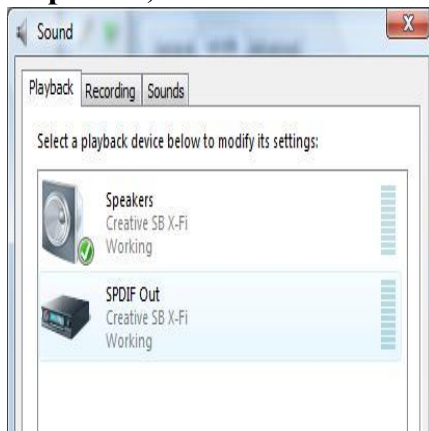
Keywords / Key Phrases: muting mic, muting microphone, microphone

To prevent from hearing your own voice while talking over a microphone or to reduce noise, you can mute the microphone playback.

Note: Muting microphone playback will not mute the microphone. This will only prevent the soundcard from sending the signals picked up by the microphone to the speakers.

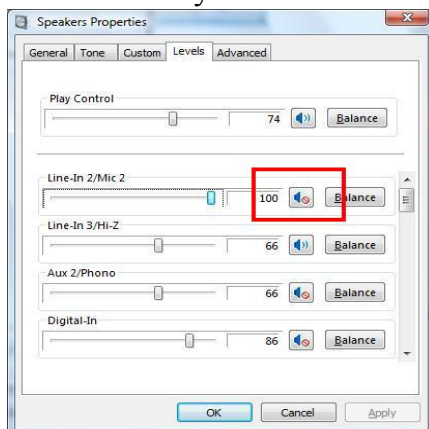
Windows Vista Operating System:

1. Close all back applications, especially, Sound Recorder or other multimedia applications.
2. Select **Control Panel**, and then **Hardware and Sound**.
3. Click **Playback**. Highlight the **speakers that you are using**.
4. Click **Properties**,



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5. Mute the device that you do not want to hear feedback.



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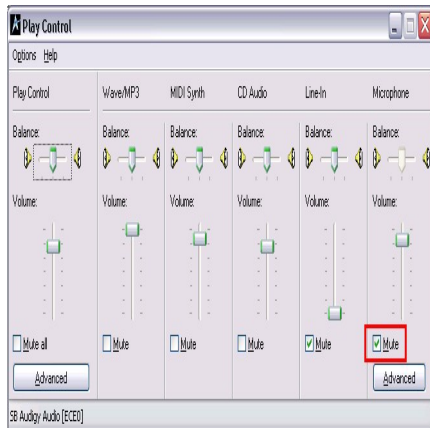
Windows 2000/XP Operating System:

1. Click **Start**, **Control Panel** (or **Settings**, **Control Panel**).
2. Open **Sounds and Audio Devices** (or **Sounds and Multimedia**).
3. Click the **Advanced** button on the **Volume** tab.



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4. Check to make sure the title of the window is **Playback Control**. If it says **Recording Control**, click **Options** and **Properties** and in the **Properties** window that opens, click **Playback** in the **Adjust volume for** area.
5. Place a check mark in the box labeled **Mute** under the slider labeled **Mic**. If **Microphone** is not listed, click on **Options** and **Properties**. In the box labeled **Show the following volume controls:** place a check mark next to **Mic**.



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