

# VIDEOCONFERENCE CONNECTION

### **ACTIVATE THE SOUND**

Activate the sound: having headphones fitted with a microphone or a hands-free kit will provide the best experience for your and your counterparts.

## Select microphone



2 Caution, the echo test of the connection can be quite long

Connexion au test d'écho ...

## 3 Authorize Skolengo Visio to use your microphone

On <u>Firefox</u>, choose which microphone to use then authorize it.

Autorisez-vous srv1.visio.skolengo.com à utiliser votre microphone ?

Microphone à partager :

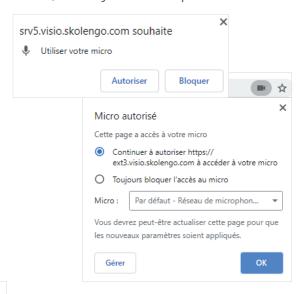
Réseau de microphones (Realtek Audio)

Se souvenir de cette décision

Autoriser

Ne pas autoriser

On <u>Chrome</u>, authorize, and then if need be, modify the microphone in the settings.



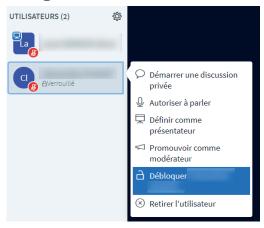
## **4** Test your microphone privately

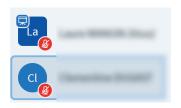


You can click on "Quit audio" then on "join audio" at the bottom of the screen, to perform a new echo test.

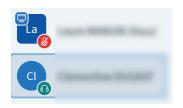


Your microphone can be **locked** and only the organizer of the meeting can activate it by clicking on Unblock





**Deactivated mode**: the other participants do not hear you. Click on the microphone to activate it



**Listening-only mode:** you can join the videoconference passively (see step 1)



Intermediate mode: you are in the process of choosing the meeting mode

# 5 An error 1007 or 1004 is displayed: what to do?

- Error 1007: This error can occur in schools that secure their internet access by means of a proxy or a firewall. You must contact the person in charge of your Information System and ask for the UDP ports to be opened in the range 16384-32768.
- Error 1004: Check that your browser is up-to-date.

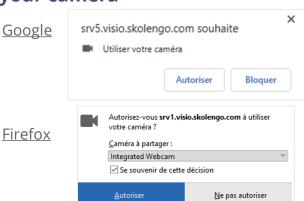
### **ACTIVATE YOUR WEBCAM**

## Share your webcam

Click on the button situated at the bottom of the window. Click again on it to suspend the webcam.

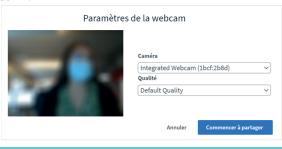


#### **Authorize Skolengo Visio to use** your camera



## **3** Configure your webcam

Allow Skolengo Visio to use your webcam.



#### An error 1020 is displayed: what 4 to do?

This can occur when the server is overloaded for camera sharing. You are advised to try again several times until it works.