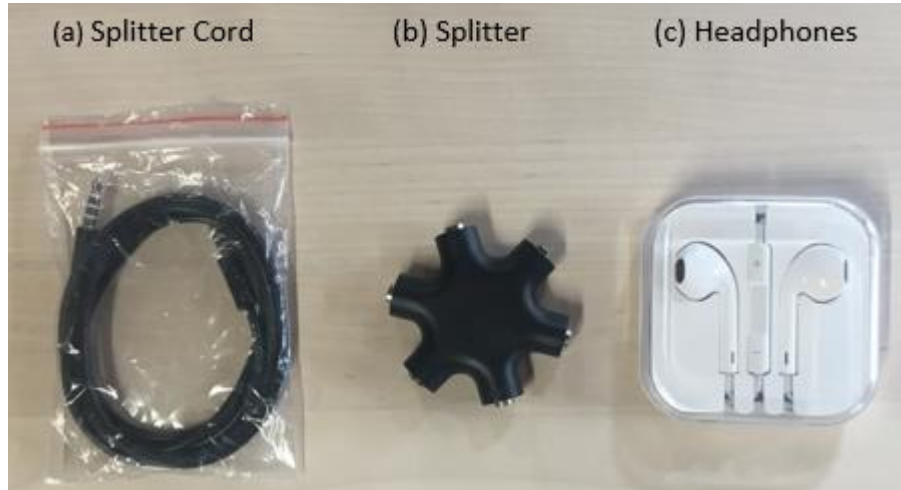


HOW TO ASSEMBLE YOUR MYROAD KIT

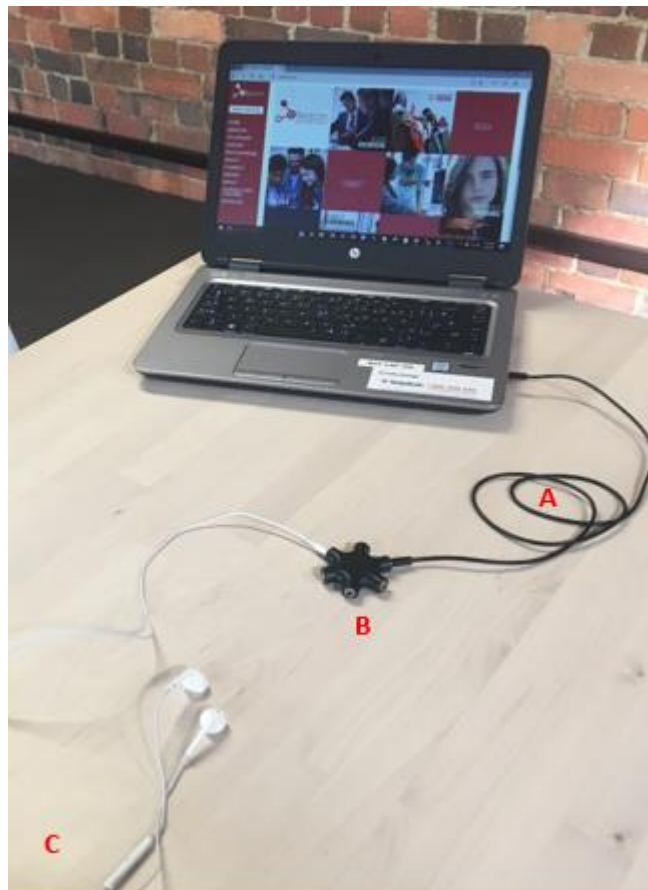
Teachers / IT Department - When setting up each computer with your headphones, splitter and splitter cord, please assemble as per the photos below.

1. The content of your kit is:



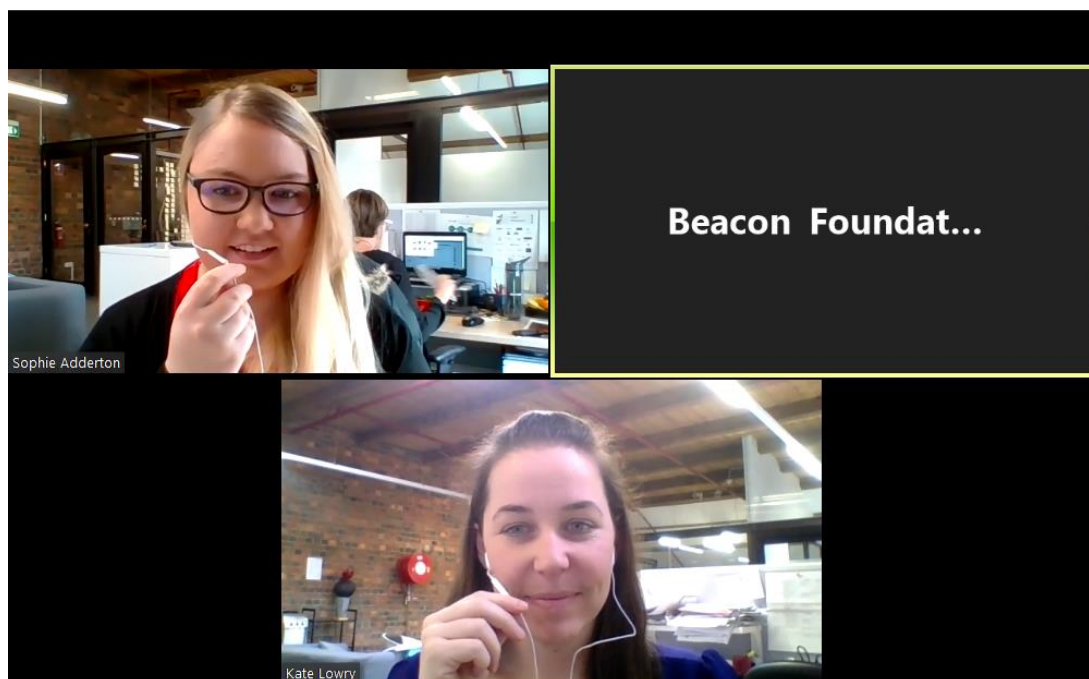
2. Assembly instructions:

1. Connect one end of the black splitter cord (A) to the black six-pronged splitter (B).
2. Plug the other end of the black splitter cord (A) into the audio jack on your laptop or desktop PC.
3. Plug each student's headphones (C) into a prong in the splitter.



HOW TO USE YOUR MYROAD HEADPHONES

Please advise students that when speaking with their mentor through their headphones, to hold the microphone up to their mouth when they speak (as shown in the photo below).



If the microphone is not held to the mouth when speaking, voices will be faint and possibly unable to be heard by the mentor.

ADJUSTING VOLUME IN YOUR ZOOM CONFERENCE

If you or students are having trouble hearing the mentor on the other end of the Zoom conference, or vice versa, try these simple tips to adjust the volume.

- When logged into Zoom, click on the arrow next to the **'Mute'** button on the dashboard at the bottom of your page (if your dashboard is not visible, hover your mouse until it appears).
- From the pop-up menu that appears, choose **'Audio Options'**.
- Then click **'Test Computer Mike and Speakers'**, and the below screen will appear.
- Untick the box **'Automatically adjust microphone'**.
- Drag the **'Test Mic'** volume all the way to the right to maximise volume.

