Setting up your microphone for Photo Story 3

Plug in the microphone

1. Plug the microphone into the back of your computer. The green plug should go into the green jack. The pink plug on the microphone will go to the line-in jack, which will be either a blue or red jack depending on the model of computer you are using.

Configure the microphone

1. The AudioESP configuration box should pop up when the microphone is plugged in. Click the drop down box and select microphone, then press OK.

Configure Photo Story

1. Once you get to the narration section of Photo Story, click the microphone icon on the right hand side to begin the setup wizard. Once it finishes, you can click the red record narration button to begin recording a voice over for your project.
   a. If your microphone does not function properly, please consult the troubleshooting guide on the opposite side of this handout.
Troubleshooting your headset

Check the Volume

1. Double click the Volume icon in the system tray. It looks like a gray speaker and may have a red “no” sign next to it if the Master Volume is currently muted. This will open the Volume settings.
   a. Make sure that the Mute All box under Master Volume is NOT checked.
   b. Make sure the Mute box under Rear Input is also NOT checked. Adjust the volume slider for the Rear Input to an appropriate level.

Check the Headset

1. There is an on/off switch on the microphone cord that controls the microphone input. Check to make sure that this is in the ON position.
2. Below the on/off switch is a volume control. Adjust this if you cannot hear anything out of your headset.