Allowing the SpeakUnique Website to Access Your Microphone

This example uses our recommended browser Google Chrome

Before you start recording your voice, you will be prompted to select the correct microphone to complete the recording with.

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You might be prompted by a message box asking you to grant access to the SpeakUnique website to access your microphone - you can click the small microphone icon in the URL bar to check the settings.



SpeakUnique Limited, 2.04 Murchison House, 10 Max Born Crescent, EH9 3BF • E: info@speakunique.co.uk • W: www.speakunique.co.uk If the website cannot access your microphone, then none of the microphone options will appear and the microphone icon in the URL bar will have be crossed out. You can click the microphone icon to change these permissions and reload the page.



If the microphone icon does not appear in the URL bar, you will need to open the browser settings to change your permissions.

Click the three vertical dots in the top right hand corner.



This will bring up a full menu list and at the bottom you will see **Settings**; please click here.



The settings menu will open in a new tab. In the search bar please search **microphone**.



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A list of settings relating to privacy and security will appear, please click **Site settings**.



If you have recently tried to access the SpeakUnique website, it may be listed in recent activity. If it is not listed in recent activity, please jump to the <u>Microphone</u> <u>Permission Section below</u>.

Please select <u>www.speakunique.co.uk</u> to open the settings for the website.

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SpeakUnique Limited, 2.04 Murchison House, 10 Max Born Crescent, EH9 3BF • E: info@speakunique.co.uk • W: www.speakunique.co.uk Ensure that **Allow** is selected next to Microphone. Once you have confirmed this, you can close the settings tab and return to the SpeakUnique website.

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When you reload the page, the microphone icon should be visible, and you should be able to select one of the microphone options.

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v1 Microphone Permission Section

If, when you search **microphone** in settings, <u>www.speakunique.co.uk</u> is not listed in recent activity you can scroll down to the **Permissions** section and click **Microphone.**



This will display a list of websites you have granted or denied access to your microphone. If <u>www.speakunique.co.uk</u> is listed here, you can change the permissions by clicking on the arrow.



Ensure that **Allow** is selected next to Microphone. Once you have selected confirmed this, you can close the settings tab and return to the SpeakUnique website.

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About Chrome	Intrusive ads Block if site shows intrusive or misleading ads	Block (default)					
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When you reload the page, the microphone icon should be visible and you should be able to select one of the microphone options.

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Mic 2: Plantronics Blackwire 3220 Series (047f:c056)	
Mic 3: MacBook Air Microphone (Built-in)	
Mic 4: Microsoft Teams Audio Device (Virtual)	
Mic 5: ZoomAudioDevice (Virtual)	
Continue	