

Windows 10 - Teams & Jabber Recommended Audio Settings

Redirection Notice

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The following are the recommended audio settings to allow you to use Teams and / or Jabber effectively on your computer:

Recommended Settings

The settings we recommend are:

"Do not allow applications to take exclusive control"

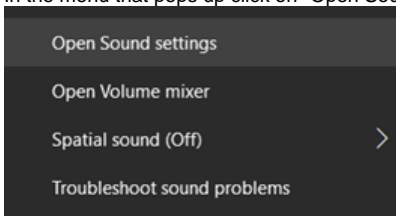
"Do not mute other sounds when Communication is detected"

Method to change to the recommended settings:

1. Right-click on sound icon by the clock:



2. In the menu that pops up click on "Open Sound Settings":



3. In the window that opens scroll down and click on "Sound Control Panel":

Related Settings

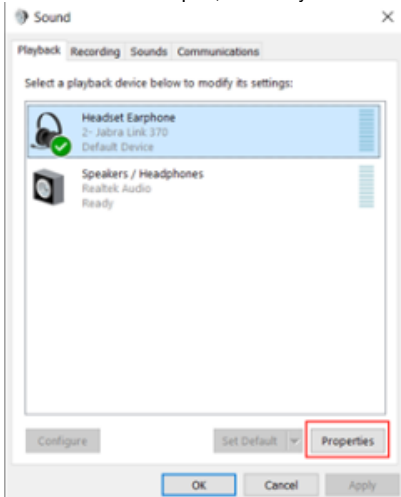
[Bluetooth and other devices](#)

[Sound Control Panel](#)

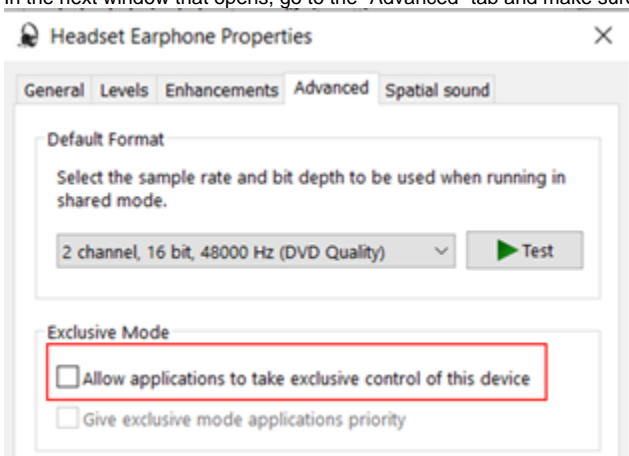
[Microphone privacy settings](#)

[Ease of Access audio settings](#)

4. A new window will open, click on your headset to select it, and then click on "Properties" at the bottom:



5. In the next window that opens, go to the "Advanced" tab and make sure "Allow applications to take exclusive control of this device" is NOT ticked:



If it is ticked, un-tick it and click OK in the bottom-right corner. If it's already un-ticked then just close this window.

6. Once that window is closed, go to the previous window and click on the "Communications" tab, make sure "Do nothing" is selected – if it isn't, click in the button beside it and then click OK:

