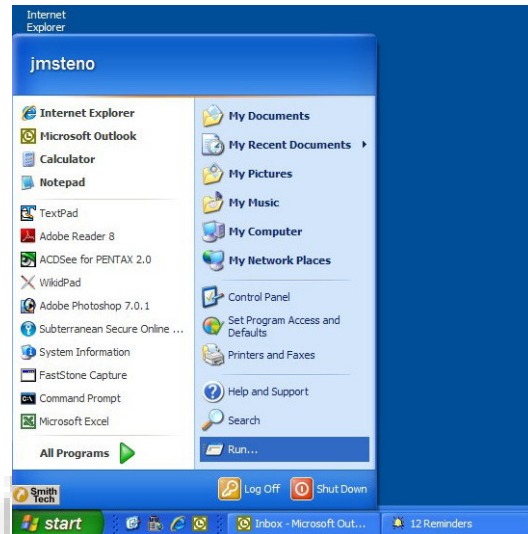


# How to increase microphone recording volumes

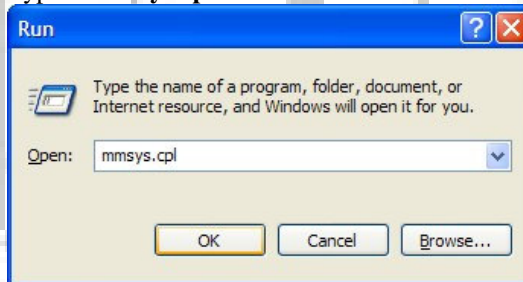
HT020002

Keywords: increase, mic, record, volume

1. Click on **Start > Run**.



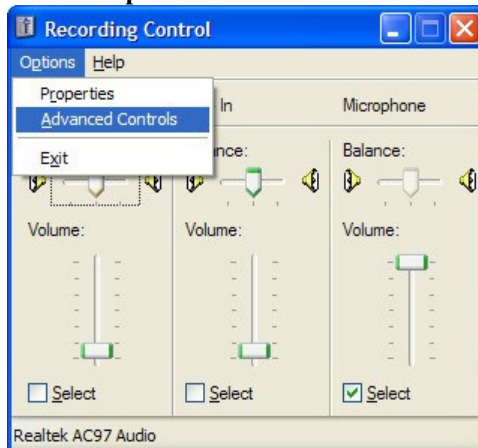
2. Type in **mmsys.cpl** and click on **OK**.



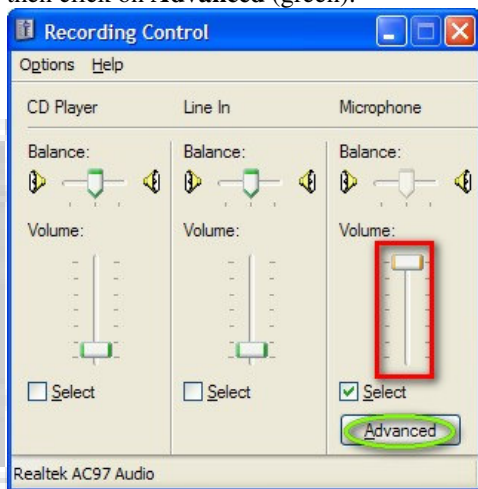
3. Click on the **Audio** (red circle) tab and then **Volume** (green circle) under **Sound recording**.



4. Click on **Options > Advanced Controls**.



5. Using your left mouse button, click and drag the **Microphone** volume slider (red) to the top and then click on **Advanced** (green).



6. If you see **Mic Boost**, left-click the box to place a check in it (ignore if already checked). Click **Close**. Close the **Recording Control** window. Close the **Sounds and Audio** window.

