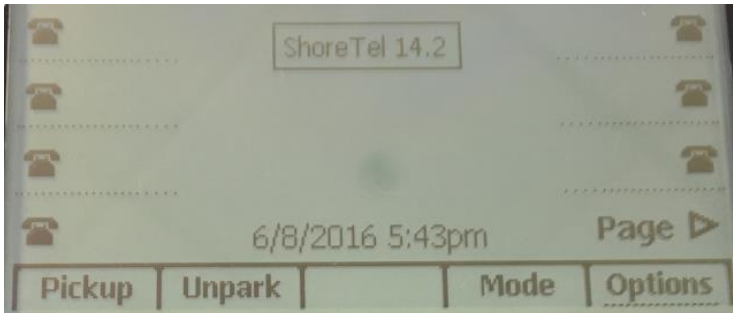


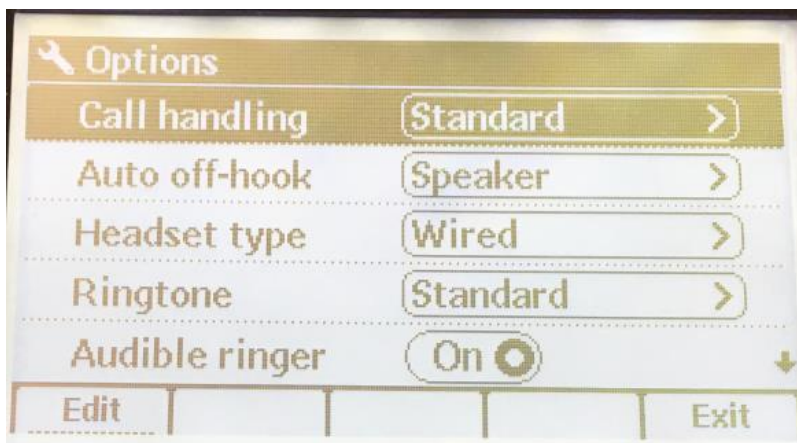
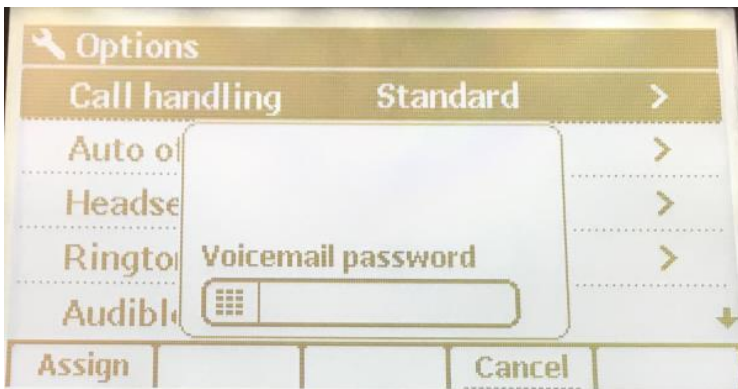
## How to Adjust Audio Setting for Headset

For headset users who have an issue with hearing (even though the volume is set to max), below is a brief instruction to work around the issue.

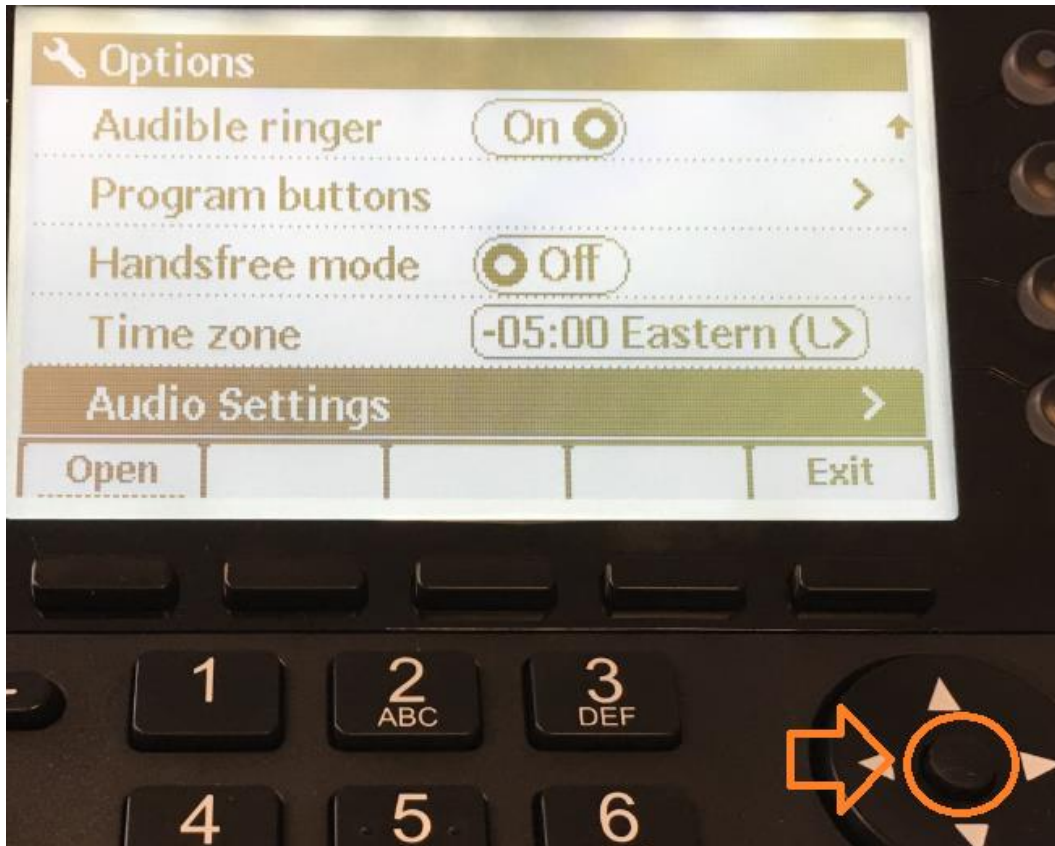
1. From your ShoreTel phone, click **Options**.



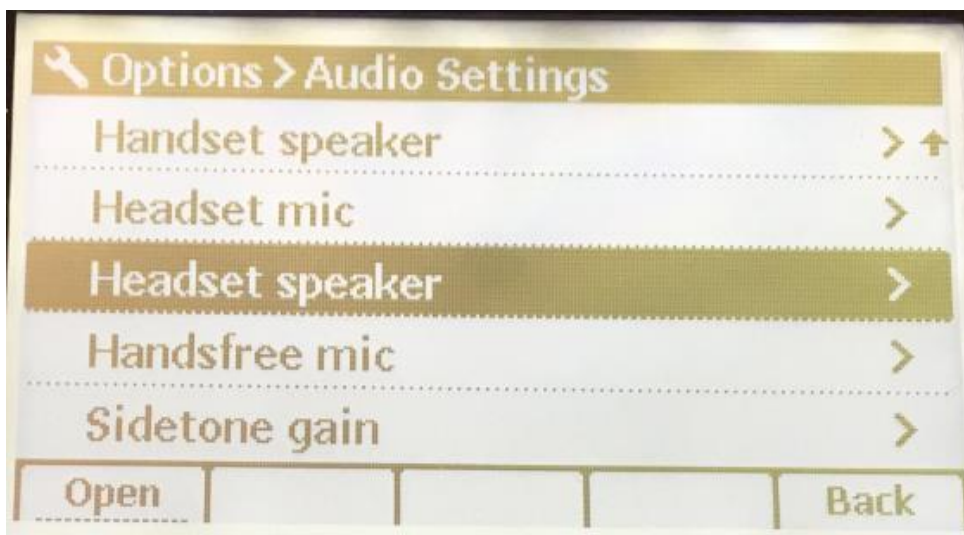
2. Enter your password.



3. Scroll down to **Audio Settings** and hit select.



4. Scroll down to **Headset speaker** and hit select.



5. Select **Increase** or **Decrease** for additional volume as you prefer. Click **Back** when you are done, and your preference will be saved.

