

# Audio Issues on Laptop

Here are some tips/tricks if your audio is not working on your school laptop.

1) Make sure your audio is not muted. Look at the F1 button - if there is an orange light, your sound is muted. Hold down the button until the light turns off.

2) If the light will not go off, make sure your Function buttons are not locked. Look at the Fn button in the bottom left corner of your keyboard - if has a green light, all of the Function buttons are locked. To unlock them, hold down the Fn button and then tap Esc in the top left corner of your keyboard.

If Steps 1 & 2 do not work:

3) try toggling the volume using the +/- buttons on the right side of your laptop beside the headphone jack - and/or-

4) click the speaker icon in the bottom right corner of your screen and try to change the volume with the on screen control.

If Steps 3 & 4 do not work:

We are going to do a manual reset of the audio. Hold down the F2 (down volume) button until the on screen volume bar (top left corner) flashes between 0 and X. Then hold down the power button on the laptop to force a shut down. You need to hold the button until the laptop completely shuts off - the red light on the laptop will turn off, turn back on, then turn off a second time. At this point, you can turn the laptop back on and audio should work.