

How to share audio on Google Meet

Working comfortably indoors has many benefits. Especially when you use great online meeting apps like Google Meet. However, when sharing the screen, you will notice that the audio feature may be missing.

Currently, Google Meet doesn't offer an ideal solution, but there are a few workarounds you can try. In this article you will learn all the different options available. The next time you start a meeting with a YouTube clip, everyone will be able to hear the video.

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Preparing for an online business meeting is a little different from going to the office, mainly because you have to keep all of the technical prerequisites in order. If you are a Windows user, you can ensure that the tutorial video you have prepared has audio accompanying it, or share videos, animations, GIFs, other music, etc. during your meetings.

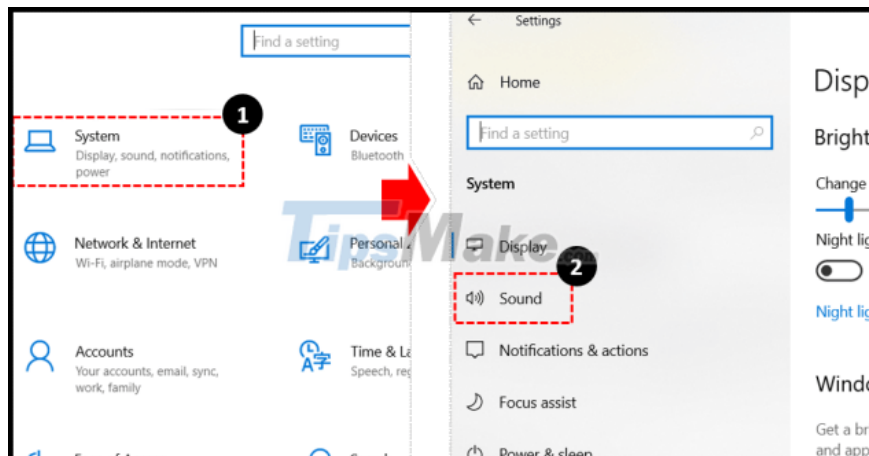
Currently, you have two options. You can change the microphone settings in Windows 10 and Google Meets or use the **"Present"** option in Google Meets on Chrome. The **'Present a Chrome tab'** feature was released 'full' in May 2021. Here are your options.

Option 1: Adjust microphone settings for sharing audio in Google Meet

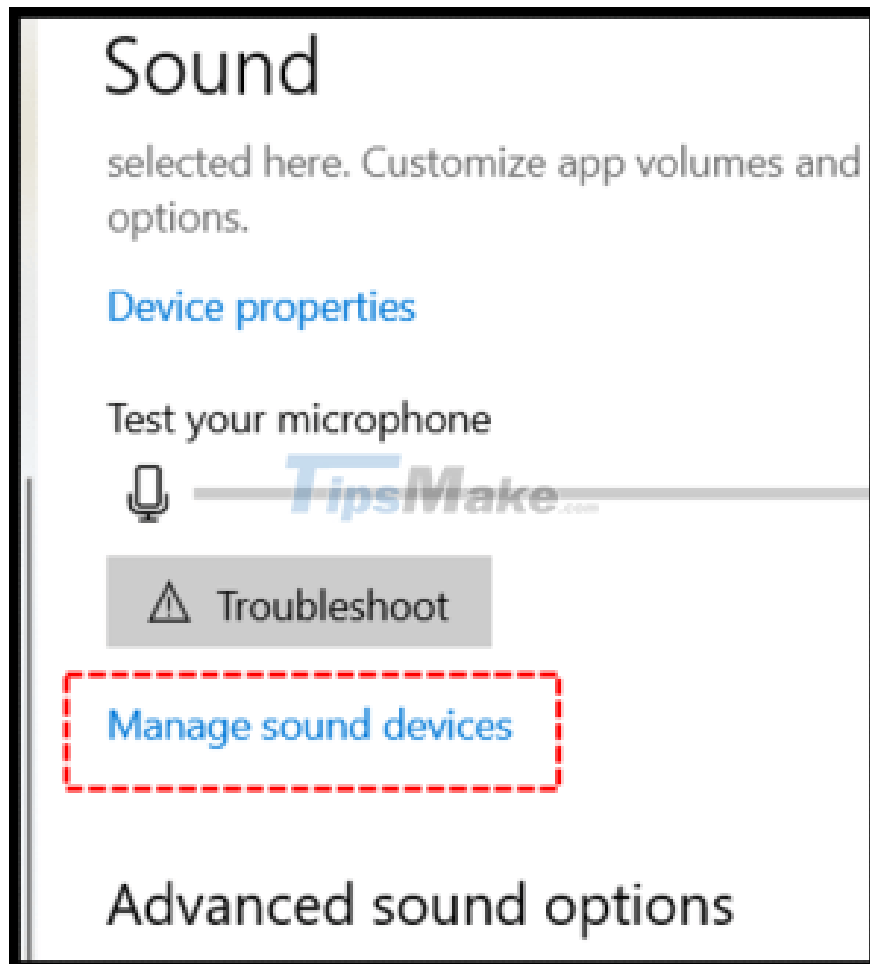
Step 1. Go to the **Start** menu of Windows 10.

Step 2. Open **Settings** .

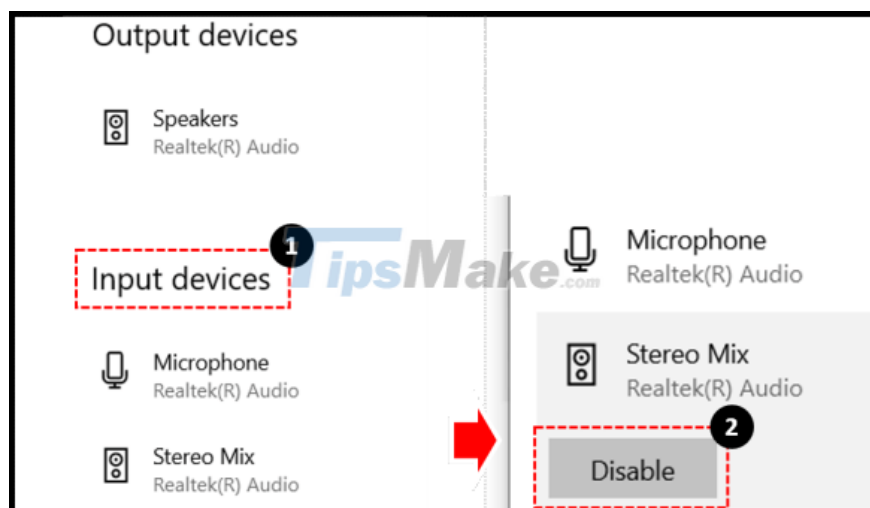
Step 3. Go to **System> Sound** .



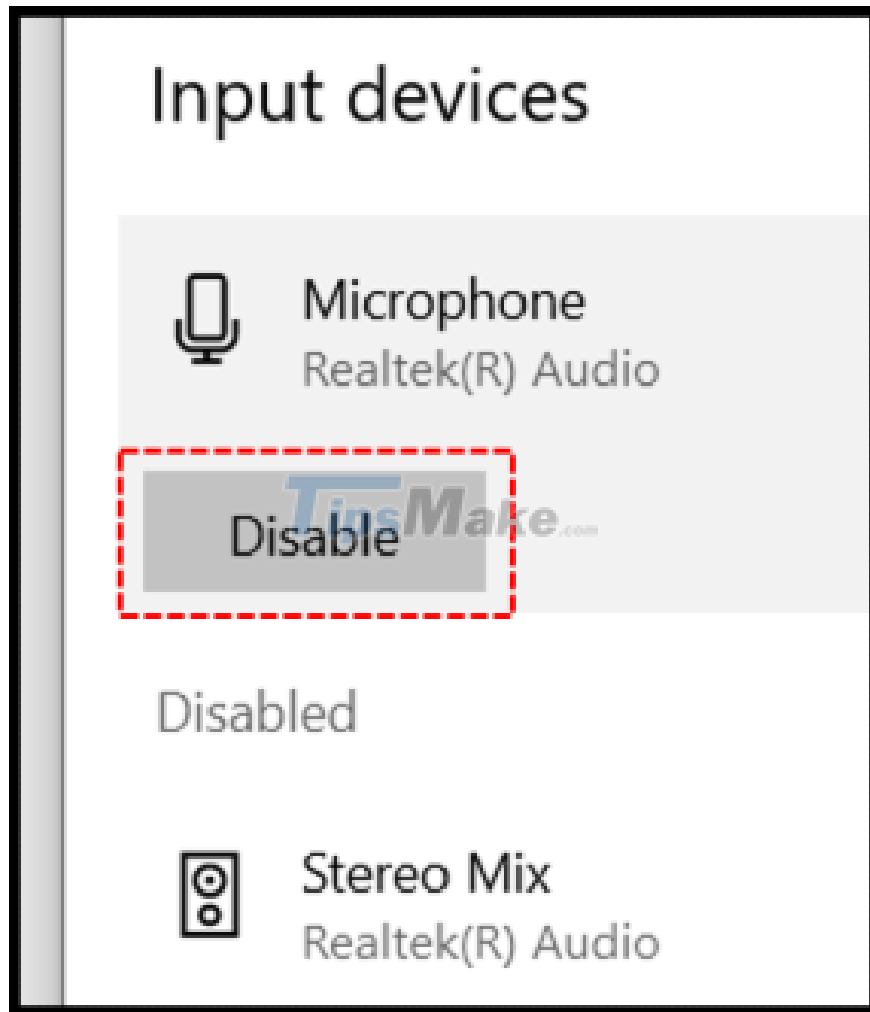
Step 4. Now, click **Manage sound devices** .



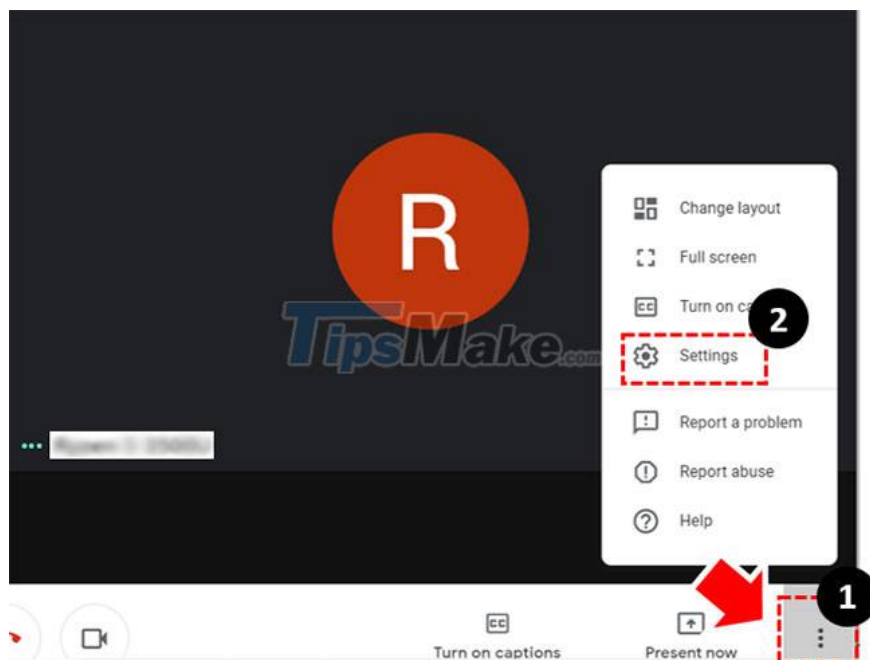
Step 5. Under **Input devices** , make sure that you enable the **Stereo Mix** option .



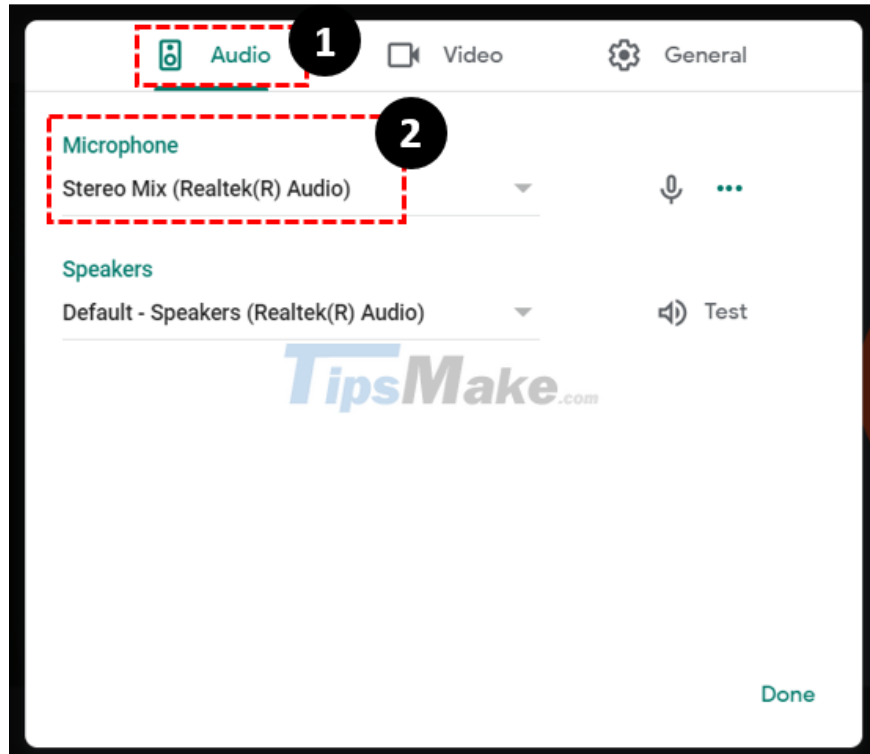
Step 6. Also, make sure that you enable the **Microphone** feature located right in the **Stereo Mix** option .



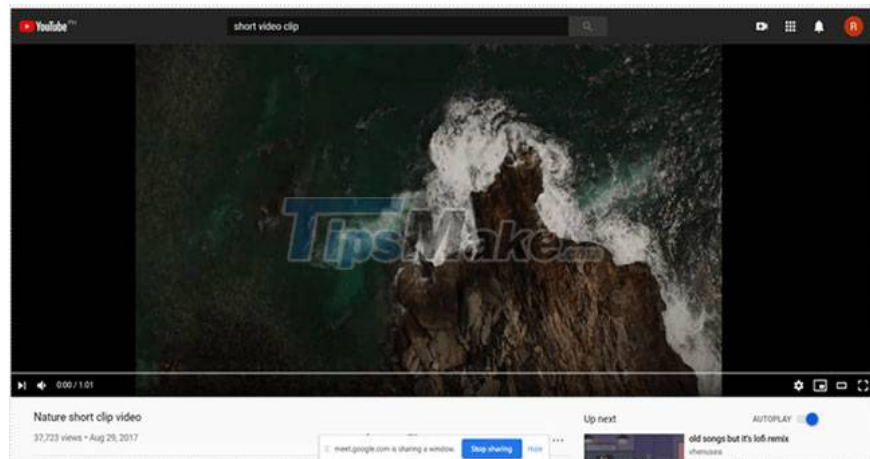
Step 7. After you present to people using Google Meets, click **Settings** (3 vertical dots in bottom right corner).



Step 8. In the **Audio** tab , change your default microphone to **Stereo Mix**.



Step 9. Go to the clip you want to present and press **Play**.



After completing the above steps, your voice is not heard by the meeting participants. So make sure you let everyone know that is going to happen before making changes.

After playing the sound you want, you can go back and switch this setting to your default microphone. Switching from one microphone setting to another might not be the ideal solution, but it's the only solution out there.

Option 2: Use the Present a Chrome tab to share sounds in Google Meet

The '**Present...**' option is available for G-Suite users, but also works for general Google accounts. This feature only shows the tab you are currently selected. However, when you switch to a new tab, a message is displayed asking if you want to switch to the current tab. Following is how to use the '**Present a Chrome tab**' function .

Step 1. Click the **People** icon in the top right section to open more options.

Step 2. Select **Present Now** , and then choose **A Card** from the options listed.

Step 3. Click the tab you want to present from the list displayed on the screen, then click **Share**.

Step 4. A message is displayed letting you know that you are currently sharing a tab.

Step 5. Switch to a new tab if needed. A prompt appears at the top asking if you want to share this tab instead or stop. Choose **Stop** to end the presentation or choose **Share this tab instead** to convert. You can also click on the currently presented tab (show a blue rectangle) to dismiss the prompt if you want to keep running the same tab.

Step 6. To close the presentation, click **Stop Presenting** in the main window, announce the Windows presentation, or choose **You're Presenting> Stop Presenting** from the lower right corner of the main window.

Option 3: Use another device to share audio in Google Meet

In addition to changing your microphone settings in Windows 10 and Google Meets, you can also use your smartphone device simultaneously using the **Use a phone for audio feature** . So you can talk at the same time with a photo or video slide show from your PC. However, using your phone to play audio in Meets is currently limited to Google Workspace hosts. It also mutes your PC's audio during a call.

Hope you are succesful.

You finished reading the article "**How to share audio on Google Meet**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.