**Important : Optimizing Integrated Audio Usage Before Starting a Connect Room**

Once you've created an audio profile for yourself, you can start and use AudioOne in your Connect meeting/Webinar.
However, please first read the following information to optimize your audio usage:

- According to Adobe Connect default settings for the audio integration in your Connect rooms, each time you are starting the audio in the conference, your Adobe Connect room is calling our MeetingOne audio bridge to allow you to mix audio inputs from the telephones and from VoIP (computers microphones), what Adobe calls UV (Universal Voice: users on telephone can speak and hear users on VoIP). The audio conference *Settings* are available from the menu audio 🖳˅ > *Settings* in you Connect room.
- This specific connection can appear just a few second in the *Attendees* pod as a phone number (*16692662644*) when starting the meeting audio, but it disappears very quickly from Connect as it isn't a real participant of the meeting (to avoid confusion). It appears however in OAM reports as the number quoted above.
- In the audio conference *Settings* of your Connect rooms, there is an option that allows to automatically start the meeting audio when the Connect meeting starts (*Start Audio Conference automatically when the room is opened*). We strongly recommend to our audio conferencing customers not to enable it to avoid unnecessary audio usage during preparation time for instance of the Connect room. For Connect rooms configured in the audio conference *Settings* with the *Use Microphone* option only (*Use Phone* option has been unchecked), you can enable the option *Start Audio Conference automatically when the room is opened* with no risk.
- If you want to use VoIP only for your conference, go to the audio conference *Settings* of the Connect room and disable the *Use Phone* option. (otherwise the UV connection will be established and consequently its audio usage will be invoiced at 0.05€/minute)
- *Start Audio Conference* **from your Adobe Connect room (from audio menu 🖳˅) only when it is needed:** during the preparation of your Connect room (to prepare your layouts and pods, to download your documents, files...), you don't need to start the audio at all, above all if you are alone into the Connect room.
- End the conference call from your Adobe Connect room as soon as you don't need it anymore from the audio menu 🖳˅ > *Stop Audio Conference*. It isn't necessary to keep the UV connection opened and the eventual audio participants still connected when you save your meeting data (chat, documents, polls, etc.) or when you clean it for your next session.
- Don't forget to end your Connect meeting, via the menu ⮐˅ > *End session for all.* If you forgot to *Stop Audio Conference*, the option *End integrated Audio Conference* will disconnect all Connect and audio users, and will end the Connect & AudioOne rooms automatically. The option *Exit Room* DOES NOT disconnect users and DOES NOT end Connect & AudioOne rooms, and audio usage continues to build up. This only close the Connect window, as if you clicked on the top right cross of the window.