

Basic Program Setup

✓ Turn on power

- Turn on main amplifier power. (Use power strip switch at upper right corner of the amplifier rack.)



NOTE: If cameras or other video is being used, turn on the V-800HD first and wait until all lights stop flashing before turning on other video equipment.



✓ Turn on equipment power.

- On the first power strip turn on the switches from left to right. Only turn on the Wireless switch if the colored light bar is needed.)
- On the second power strip turn on the switches (except the ON AIR switch) from left to right.
- On the third power strip turn on the SAMSUNG PLUS switch.
- On the fourth power strip turn on the V800 switch.
- Turn on the Laptop power.
- Turn on the tower computer power.
- Wait until the V800 lights stop flashing.

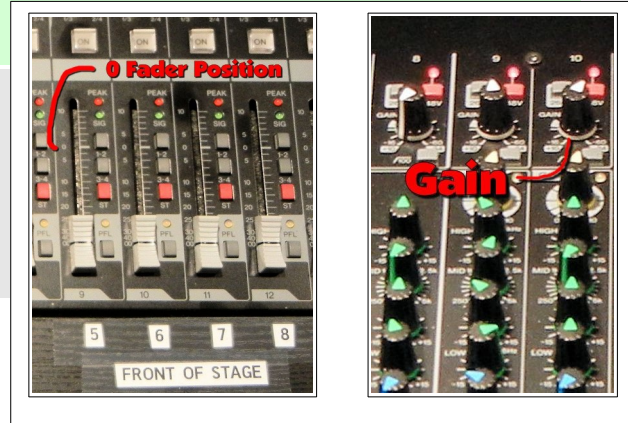


✓ Place microphones as needed.

- Check the Program Request form for locations of required microphones.
- Make a note of the id for each microphone in use.
- Cover exposed microphone cords with the rubber floor mats stored in the shelf found in the Sound Booth entry way.
- Do a volume check on each microphone.

✓ Use the following procedure during each microphone setup test:

- Set the **Fader level to 0**.
- Have someone talk into the microphone using a normal voice.
- Adjust the **Gain Knob** until a green light on the fader starts to flicker. (If the gain is set too high the color of the light will change to red.)



✓ Adjust overall sound volume using sound board Front, Ceiling, Village, and Booth speaker faders.

✓ Make sure the **RECORDER OUT** fader is **ON**.

To prevent feedback only use the **Front** speakers when there are no microphones in the area in front of these speakers.

- ✓ After the volume levels have been set, keep all microphone channels OFF except the microphones currently in use.

✓ Adjust room lighting as required.



Normal room lighting for Vespers is to turn room fluorescent 1,3 and 5, and Audience spots ON.

Labeled light switches are on the wall to the left of the sound booth door.

If stage spot lights are needed, consult the Stage Lighting section of this manual.





Use the PTZOptics Superjoy to control cameras

- ✓ Adjust cameras and set camera presets.

In most situations the camera presets for each camera should be set as follows:

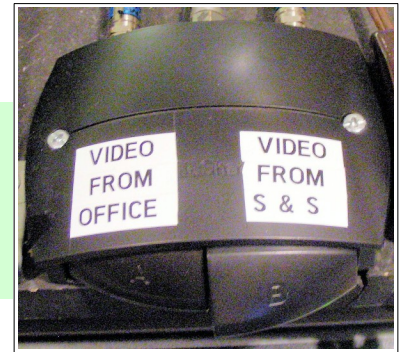
Camera	1	2	3	4
Preset 1	Lectern On Stage	Lectern On Stage	Lectern On Stage	Lectern On Stage
Preset 2	Stage Center	Stage Center	Stage Center	Stage Center
Preset 3	Stage Piano	Stage Piano	Stage Piano	
Preset 4	Audience	open	Audience	Audience
Preset 5	Organ	Organ	Organ	Organ
Preset 6	Piano Left	Piano Left	Piano Left	Piano Left
Preset 7	Lectern Floor Right	Lectern Floor Right	Lectern Floor Right	Lectern Floor Right
Preset 8	Exercise Class	Exercise Class	Exercise Class	Exercise Class

To set a camera preset position, select the desired camera button, and then hold down the desired Preset button until the notation in the OSD window disappears.

Use the V-800HD video mixer to switch between cameras

See the Using the V-800HD Video Mixer section of this manual to learn how to use the Roland V-800HD to switch between cameras and video sources.

- ✓ If the program is to be recorded, review the Recording Programs section of this manual.
- ✓ At the appointed program start time, switch the master video source switch to VIDEO FROM S&S. Then switch the On Air light switch (found on the power strip below the counter) ON.



Shut Down

- ✓ Switch master to VIDEO FROM OFFICE.
- ✓ Turn off computers.
- ✓ Turn off DISTAMP.
- ✓ Turn off V-800HD.
- ✓ Turn off all other power switches from right to left, including power rack.
- ✓ Disconnect and store all microphone cables and cord covers.
- ✓ Check one more time to see that all equipment and lighting is off, then cover equipment with dust covers.