

WELCOME - Main Hall A.V. Facilities
PLEASE LEAVE THE SYSTEM AS IT WAS
BEFORE YOU USED IT.

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The PA

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The Projector & Screen

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For groups new to the Hall its worth noting the General Advice on page 7 about getting to know the system and allowing sufficient time to set up and close down.

Music Player
Connection /
Extension Lead
for CD, Tape,
MP3 etc

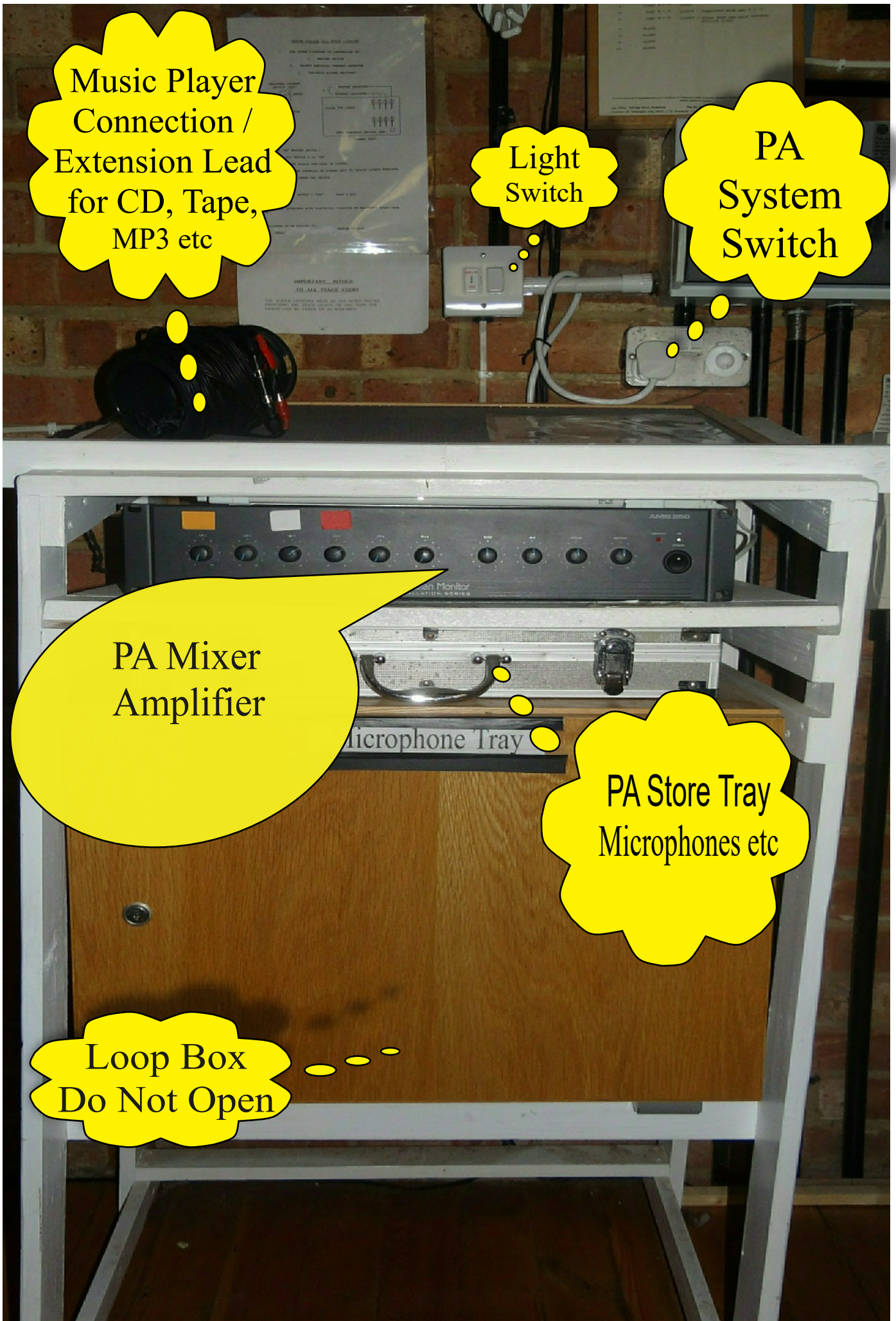
Light
Switch

PA
System
Switch

PA Mixer
Amplifier

PA Store Tray
Microphones etc

Loop Box
Do Not Open



PA Mixer Amplifier

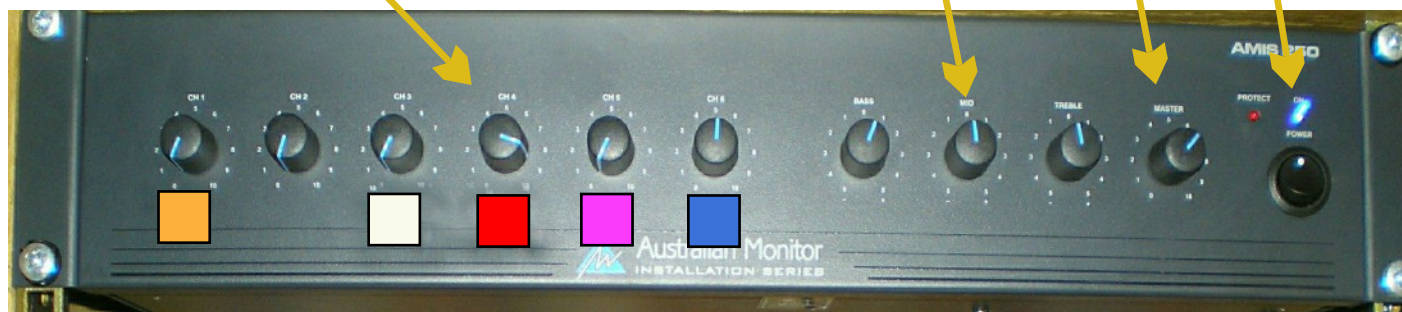
Power Switch and Indicator (Blue) light

Master Volume Control

6 independent
Input Channel
Volume Controls

Audio
Quality
Controls

(colour codes - see below)



Input Channels.....

- 1 Travel Club
- 2 Projector
- 3 Lapel Mic
- 4 Hand Mic
- 5 -
- 6 User audio
input device
(eg CD, MP3,
Tape Player)

INSTRUCTIONS

Turn up the Master Volume and then turn up only those input channels you are using to their required levels. Then use the Master Volume to control the volume in the Hall.

Ensure all unused Input Channel volume controls are turned down to avoid noise.

Microphones

In the PA Storage Box (see picture on page 2)

there are two radio microphones,,,

A Hand Held Mic and A Lapel Mic

There are also spare batteries and

a box containing the Headset.

Each microphone has a 3 position switch.

Select this from OFF to ON

(ie switch it through the Standby mid position).

A red light will show.

Turn up the appropriate channel on the PA Mixer

(Hand Mic or Lapel Mic) and the Master Volume

to the required output.

**See following pages to connect the Head Mic to the
Lapel Mic Transmitter IF the Head Mic is required.**

Return all the equipment to the box

PUTTING IT BACK AS YOU FOUND IT

for the next users.

Make sure the Microphones are turned OFF

Audio-Technica's high-SPL BP892 MicroSet® offers the ultimate in low-profile, high-performance audio. Delivering clear and accurate sound in an inconspicuous package, the ultra-lightweight BP892 hooks securely behind either ear and can be worn for hours without fatigue. For maximum stability and comfort, the included AT8464 dual-ear microphone mount converts the MicroSet to a dual-ear-worn unit.



This Head Mic is lightweight and therefore quite delicate

Please handle with care

Allow at least 10 minutes to assemble and fit it if you have not done it before.

Allow time at the end of the event to repack it and reassemble the Lapel Mic.

Please report any damage or problems when returning the Head Mic.

How to connect the Head Mic to the Transmitter.

This Microphone uses the Transmitter normally fitted to the Lapel Mic.

Take the Lapel Mic out of the case that is in the PA Stand. Disconnect the Lapel Mic from its Transmitter by sliding back the locking collar on its plug.

Place the Lapel Mic safely back in the case.

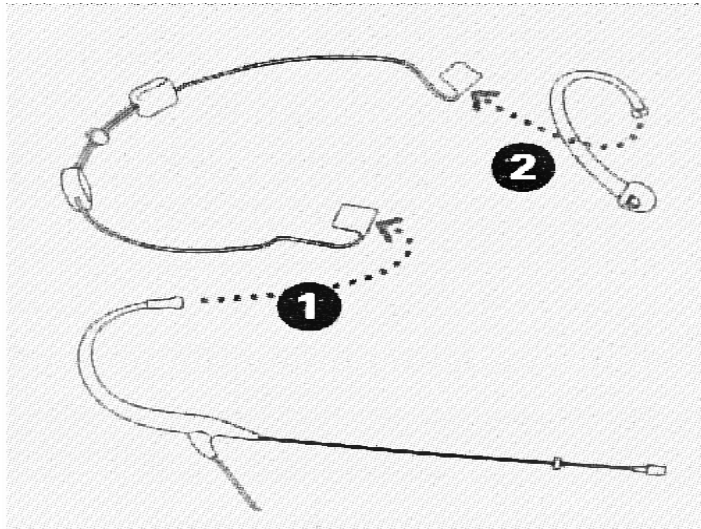
Connect the Head Mic to the transmitter by gently rotating the plug on the Transmitter socket until the keyed position engages and then secure the locking collar.

Test the Head Mic and set the desired level on the PA Amplifier. The Head Mic is now ready to be assembled on the Mount.

After use replace the Lapel Mic on its transmitter and return it to the Case In the PA Stand. Re-pack the Head Mic in its box.

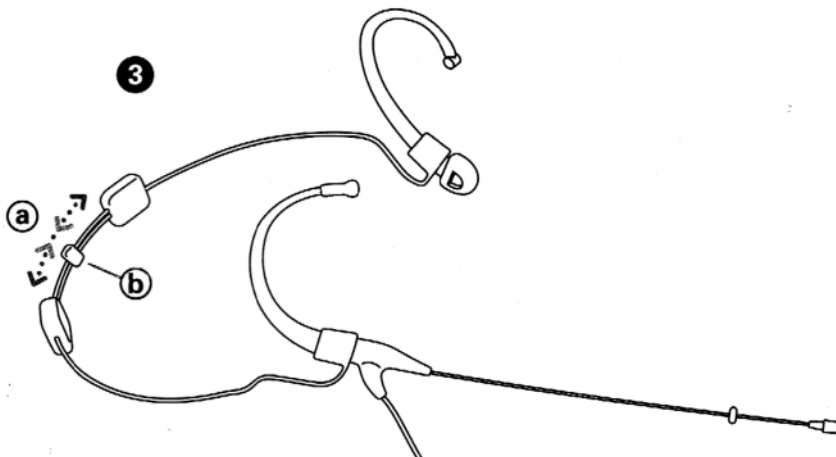
How to assemble the Dual-Ear Microphone Mount

1. Insert the rounded end of Microphones ear hook into the larger opening of your Dual-Ear Microphone Mount's left or right tapered holder. Firmly seat ear hook in the tapered holder.
2. Insert the small rounded end of the additional supplied ear hook into the remaining tapered holder of the Dual-Ear Microphone Mount's. Firmly seat ear hook in the tapered holder.



How to wear the Dual-Ear Microphone Mount

3. Open the Dual-Ear Microphone Mount's adjustable behind-the-neck headband to its maximum position by pushing the headband's adjusting tabs together (a). Put the behind-the-neck headband on, hooking the ear hooks over your ears. Adjust the fit of the headband as needed, by sliding the headband's adjusting tabs until you arrive at a secure, comfortable fit (a). If you want, you can attach the microphone cable to the headband's adjusting tabs (b).



4. Disassemble and re-pack carefully into the Head Mic Box after use.

GENERAL ADVICE

The PA is simple to use provided you allow time at the start and end of your event to set up and close down the the PA system.

New users should try the system before the day of their event

These Instruction sheets should enable most users to become familiar with the equipment provided.. If necessary ask for assistance.

There are 6 Input Channels i.e. up to 6 audio sources can be used for your event.

Generally only the 2 Microphones and the 'user audio input device' channels will be used and maybe not all of these.

Each channel has its own independent individual volume control and they should each be set up before the event to appropriate levels. There is a Master volume control that affects the level of ALL of the separate channels together. Simple!

ENSURE all volume controls of the UNUSED Input Channels are turned down (anticlockwise) so the they do not broadcasting noise to interfere with your intended audio presentation.



The shroud of the Hand Mic is shaped to reduce noise pickup from the audience.



P. A. PROBLEMS ?

.....or common mistakes?

Microphone not working:

- Is the Microphone FULLY 'ON' - not in STANDBY or OFF ?
- Is its red light ON (next to the microphones switch)? If not change the battery. (The previous user probably did not turn it OFF)
- Have you turned up the volume for the Input Channels you are using and set the Master Volume to the required level?
- Speak into the microphone. If you want your message to be heard speak to the microphone ; not just to the audience. *Have you ever seen presenters using the microphone to point things out to the audience ? I have.*

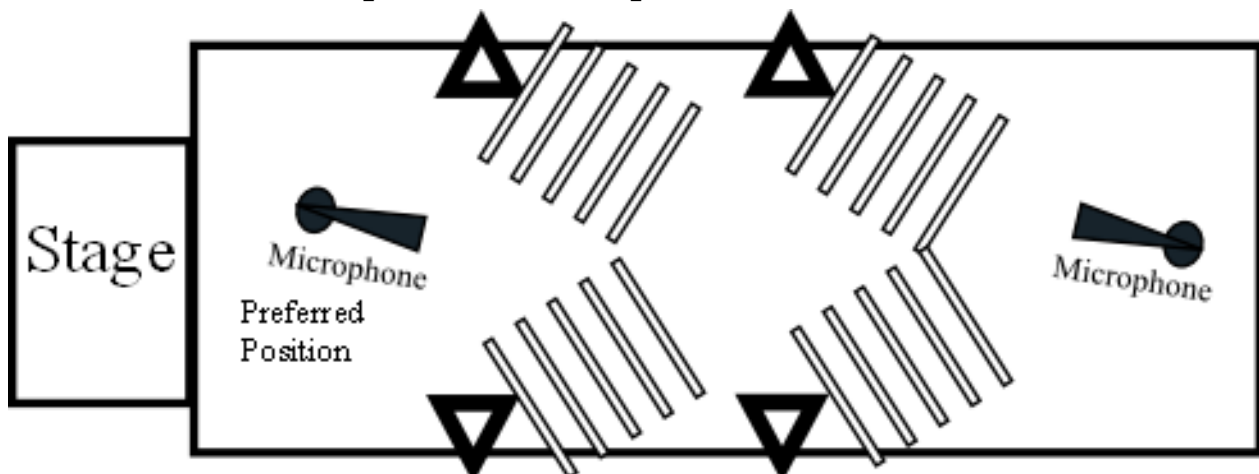
Interference :

Have you turned all the unused Input Channels down (fully anticlockwise) ?

Feedback :

Ensure the microphone is not pointing towards the loud speakers output
(ie front face of the loud speakers)

Note : The preferred position for the user (speaker) is towards the Stage behind the first set of loud speakers & facing up the Hall. If the user needs to face down the Hall, then point the microphone towards the kitchen end of the Hall



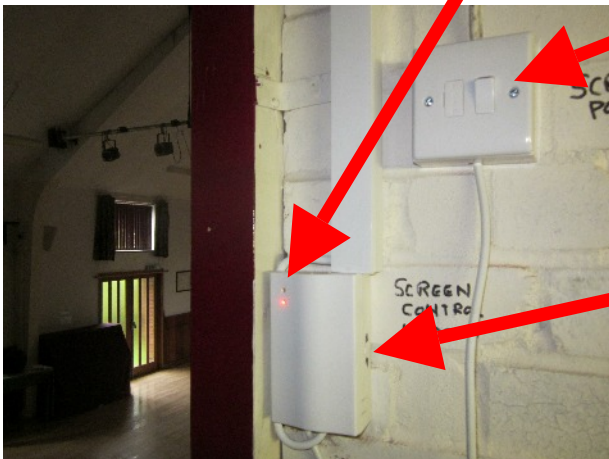
ELECTRIC SCREEN



Switch 'ON' the power to the screen at the wall socket above the PA desk.

The Screen Operating Unit (hidden by the Stage Curtain) is on the wall to the R.H.S of the stage as you look out into the Hall. (see below)

Ensure this switch next to the Operating Unit is 'ON' and that the Operating Unit light is 'ON'



Use these UP (top)
Down (bottom)
and Stop (middle)
buttons to control
the screen

Remote Control Operation

The Remote Control is stored in the box under the PA Stand Spare batteries for this are provided.

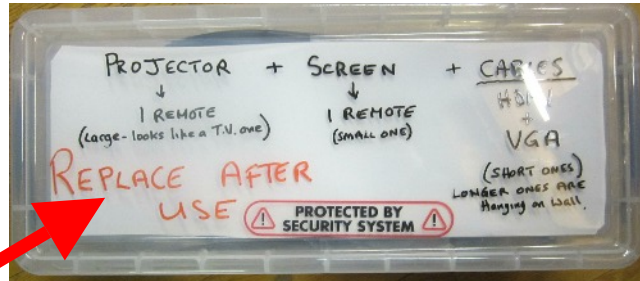
The remote control has UP, Stop and Down buttons.

When you have finished -

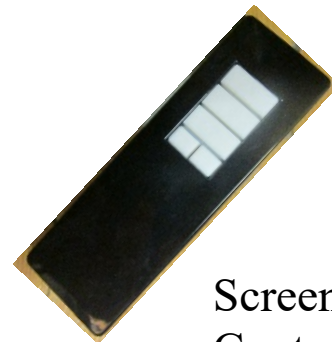
please ensure that the screen is fully 'UP',
the wall socket by the PA unit is switched 'OFF'
and the remote control (if used) is returned to the box.

Remote controllers and interface cables

These are in the Projector accessories box on the Stage under the PA stand and in the bags hanging on the wall.



Projector Controller



Screen Controller

Wireless Presenter with laser pointer



in its black case with the instructions



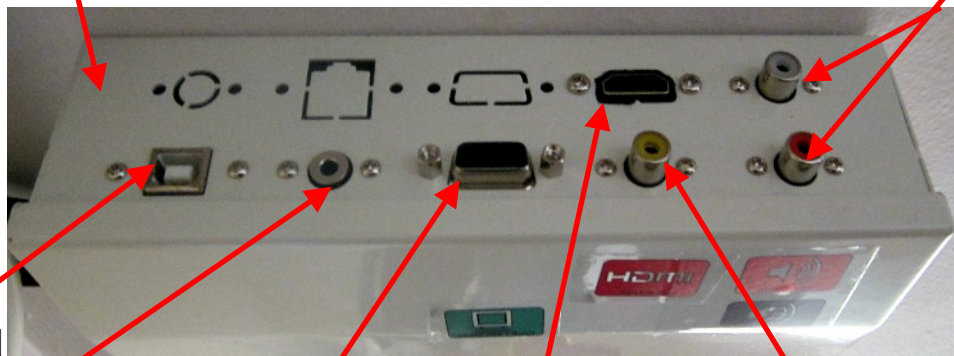
Slide switch (Slide down for page control)

Laser Pointer

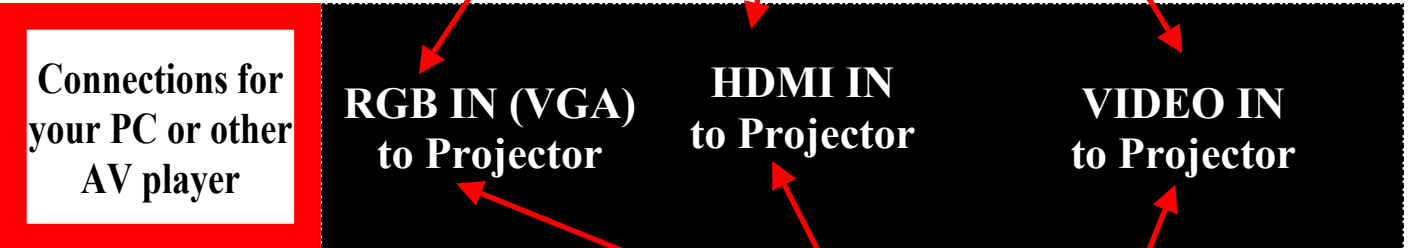
PROJECTOR CONNECTIONS and CONTROLS

Hatachi Projector CP-X8160

Manual available on-line



3.5mm AUDIO IN to Projector



PROJECTOR REMOTE CONTROL