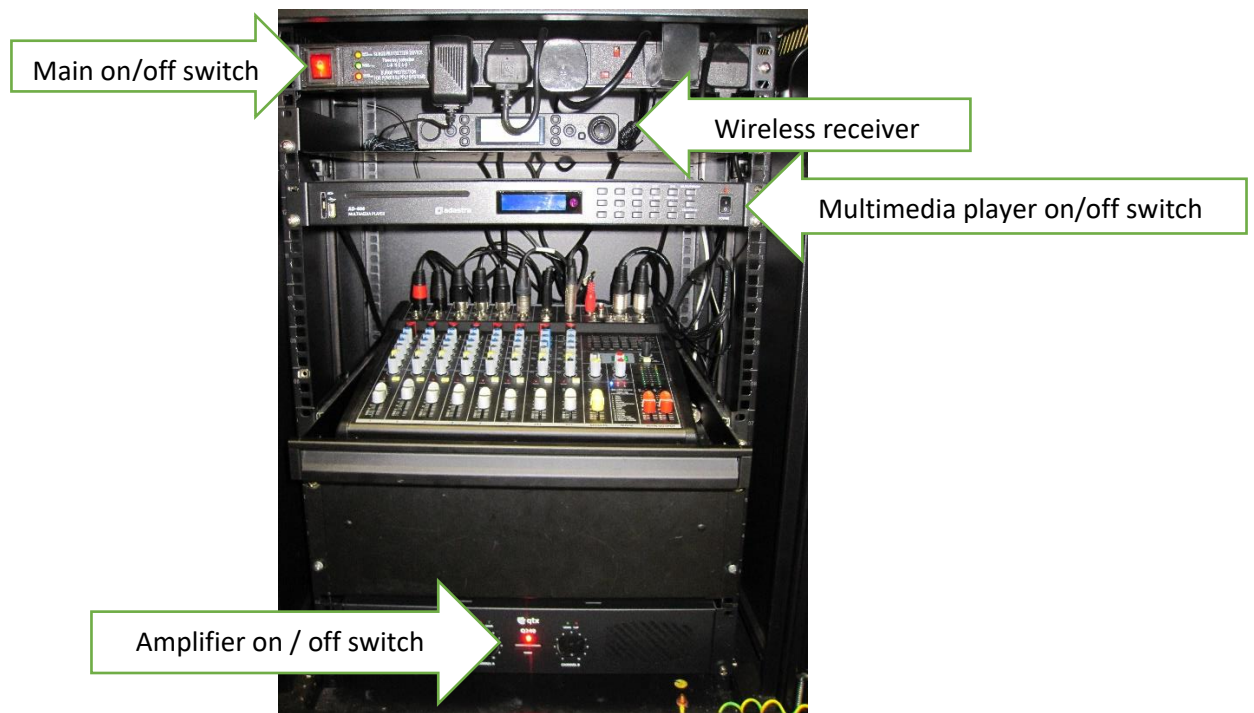


USING THE SOUND SYSTEM

The audio cabinet is back stage on the right hand side of the hall. Turn it on with the red switch at the top left. Normally the amplifier and the wireless receiver for the microphones will come on immediately. If necessary the amplifier (at the bottom of the cabinet) can be turned on using the red switch. If you wish to use the multimedia player, the on/off switch is on the right, with a red light to indicate when it is turned on. NB PLEASE REMEMBER TO TURN EVERYTHING OFF AFTER USE!



MIXING CONSOLE

The mixing console slides forward for ease of access, but please do not tug at it or try to pull it all the way out!

Channel 1: Beltpack microphone

Channel 2: Hand held microphone

Channels 3, 4 and 5 correspond to channels 3,4 and 5 of the stage box.

Channel 6: Projector

Channel ST1: Multimedia player

Channel ST2: Bluetooth connection box



The red sliding faders on the right control the overall volume through each of the two speakers which are mounted in the hall. The grey faders control the volume by individual channel. Please do not try to adjust the other settings unless you are an experienced user.

If you do make any adjustments to any settings on the console, please be sure to return all settings to the original positions after use.

MICROPHONES

There are two microphones linked to the wireless receiver in the audio cabinet. These are normally kept in their own boxes in the drawer beneath the console.

They are battery operated; spare batteries are normally kept in the drawer, but you are recommended to bring your own spare AA batteries if you plan to use the microphones. If you need to replace the batteries, please ensure that you dispose of the old batteries in order to avoid confusion.

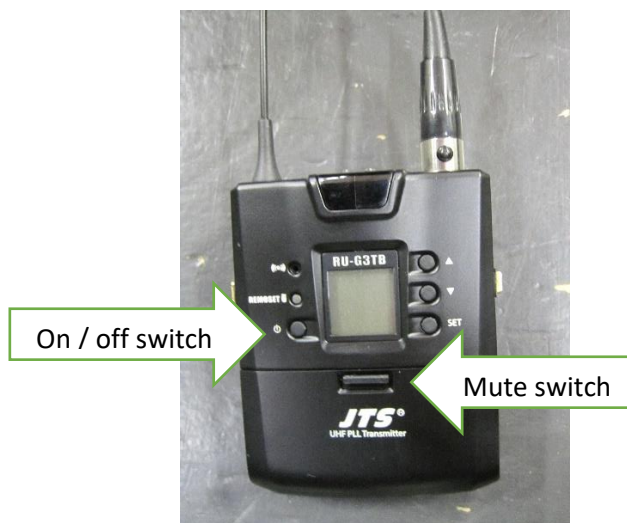
When using the microphones it is particularly important to remember to turn them off after use, to avoid exhausting the batteries.

Handheld microphone (channel 2)



The handheld microphone can be turned on using the red button at the bottom. Best results are achieved when pointing the device directly to the mouth when speaking. The device can be silenced as necessary using the mute switch. Don't forget to turn the microphone off after use, by pressing and holding the red button and waiting for the "off" message in the digital display.

Beltback microphone (channel 1)



The belt pack can be used in conjunction with the attached lapel microphone. It can be turned on by pressing the bottom switch on the left. The mute switch is in the middle, below the digital display. To turn off after use, press and hold the on/off switch and wait for the “off” message in the digital display.

Please note that, depending on the settings and conditions, there is an increased risk of feedback when using the belt pack. This risk can be reduced by remaining on-stage / behind the loudspeakers when using the microphone, and if necessary by lowering the volume and moving further away from the relevant loudspeaker. **Please do not try to adjust any of the other settings unless you have been given express permission to do so.**

MULTIMEDIA PLAYER

The multimedia player can be used to play audio from a CD, SD card or USB input. The output is via channel ST2. Please note that the control buttons may need to be held in before responding – a quick press may not be sufficient.

STAGE BOX



The stage box is fixed to the wall at the side of the stage on the right hand side, looking from the hall. Channels 3,4 and 5 are connected to channels 3,4 and 5 of the main mixing console in the audio cabinet.

BLUETOOTH CONNECTION



The audio system is connected to a Bluetooth connection box in the rear corner of the stage, close to the audio cabinet. Output is via channel ST2.

Please note that the device can only accept one input at a time. If more devices are paired, the receiver automatically re-pairs to the closest paired device.

Please also beware that any audio from a paired device will play through the speakers if the audio system is tuned on, unless the volume is muted. This could include your telephone conversations. To avoid this, please make sure that the device is unpaired from the Bluetooth receiver when not in use.

PROJECTOR AUDIO

The projector has its own small speaker, but is also connected to the main audio system via channel 6. Please see separate instructions.

MANUFACTURER'S INSTRUCTIONS

Instruction manuals for the various items of audio equipment are available on the village hall website, <https://www.hartpuryvillagehall.co.uk/bookings/equipment-instructions>