

(1)

Check List for Sound Operators. Aug. 2006

Radio microphones 1,2,3& 4 are kept with the keys for the sound console in sacristy drawer marked " Sound ".

SUNDAY 8am.

Open the sound console, switch on the unit at the wall switch, check that red light at top r.h. corner of sound desk is on.

Install Lectern and Pulpit microphones. Check that the lead for the lectern is correctly plugged in.

Switch off the unit at the wall switch at the end of the service.

SUNDAY 9a.m.

1) Check that the lectern and pulpit microphones are firmly plugged in and that the lectern microphone lead is also plugged in.

2) Switch on the monitor speaker in the Vestry - there is a wall switch and a button on the speaker - red light should be showing.

3) Ask clergy if No 3 hand held microphone is required to speak to the children. Make sure they have it if required.

4) Bring No 4 microphone and a stand to the back of the church for the Intercessions.

5) If pre-service music on tape is played , fade out at 7minutes to 9a.m.

6) After the service , return all sliders to the bottom and switch off at the wall switch.

7) Return microphones 3 & 4 to vestry drawer. Switch off monitor in vestry.

SUNDAY 11 a.m.

After the service return all sliders to the bottom and switch off at he wall switch. Unplug the Lectern and Pulpit microphones and lock them in the sound console.

SUNDAY 6.30 & WEDNESDAY 10a.m.

As for Sunday 8 a.m. Lock microphones in console and return keys to Saeristy drawer.

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BACKGROUND NOTES FOR SOUND OPERATORS.

In the cupboard beside the sound console are the following units:-

- Top * Radio receivers 1, 2, 3, & 4.
- C.D Player.
- Tape player/recorder
- * Loop Unit
- * Amplifier & Mains Input Unit.

* Access not normally required to these.

There are lights to show when each unit is on.

It is convenient to have all units permanently switched on, and use the wall switch to switch the whole unit on and off .

Output is controlled by the red sliders .The Bargraphs beside them show the output level. One to one and a half inches of green LEDS at max is level required.

Microphones:-

Lectern, Pulpit. & Radio 1&2 are used at most services Hand held microphones 3 & 4 are also available. All the radio microphones are now on separate channels and do not interfere with each other if used at the same time.

The Loop:-

The loop receives whatever is selected by the white sliders; If they are all down nothing goes onto the Loop.

The position of the Red sliders does not effect the Loop output..

The output to the Loop is shown by a horizontal bargraph (a row of green LEDS) on the Loop unit in the cupboard. This provides a check that the Loop is in operation.

It can also be checked by listening to the "Wand "

There are separate instruction sheets for the C.D. Player and the tape deck.

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Pinner Parish Church

Sound System Up-date August 2006

Summary :-

We now have four independent radio channels :-

Radio 1 Lapel microphone No1 - usually used by the celebrant.

Radio 2 Lapel microphone No2.

Radio 3 Hand held microphone No3 - useful for talking to children or others during the service.

Radio 4 Hand held microphone No 4 - Use on a stand for intercessions etc.

The microphones are marked 1 - 4 and the control channels are similarly marked, as is the choir channel.

By changing the plugs on the console e.g. for stage box connections, flexibility is maintained.

Pinner Parish Church

Information for all sound operators:-

The Sound system has now been up-dated.

We now have four independent radio channels:-

Radio 1 Lapel microphone No1 - usually used by the celebrant.

Radio 2 Lapel microphone No2.

Radio 3 Hand held microphone No3 - useful for talking to children or others during the service.

Radio 4 Hand held microphone No 4 - Use on a stand for intercessions etc. instead of plugging in a separate microphone

The microphones are marked 1 - 4 and the control channels on the console are similarly marked as is the choir channel . Its position has been moved on the console.

By changing the plugs on the console (e.g. for stage box connections) flexibility is maintained

KF .15th. July 2006.

Sound Operation for 9am Service.

Changes:-

Note the new order of Channels as marked along the bottom of the "slider" panel.

Operate as before on Radio 1 &2 , Pulpit and Lectern.

The Vicar may use Radio 3 hand-held to talk to the children.

For Intercessions use Radio 4 on a stand as before.

After the service check that the microphones are switched off.

Replace microphones 3 &4 in the drawer in the sacristy.

KF/ 20. 7. 06.

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FEEDBACK!

If you experience feedback on the sound system, it may be due to the Radio microphone 2 picking up sound from the speaker in the channel.

To correct this, reduce the output of the channel speaker ,and the input from radio microphone 2. Or if Radio 2 is not required, turn it right down or off.

Try to keep the number of microphones that are on to a minimum.

SOUND CONSOLE

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Some operational notes :-

INPUT

The white sliders control the input to the amplifier from the selected mike (or tape)

The level of input can be checked by pressing the button at the base of the appropriate white slider. The input level is then shown on the row of green yellow and red lamps. At max. sound input the top of the green should be reached. - Yellow or red indicates the input is too high.

If all the white sliders are right down there will be no signal to the loop. For the choir and organ to be on the loop (or to record) use the choir and/or lectern mike. (but with no output to speakers).

OUTPUT

The red sliders control the output to the speakers - main church and/or lady chapel.

Signals from the selected mikes will go to the loop (and tape deck if required) even when the red sliders are right down.

SETTINGS

As a general guide input 0 and output 10 is about right but be prepared to adjust according to strength of voice.
TO PROTECT THE EQUIPMENT BRING ALL SLIDERS RIGHT DOWN BEFORE SWITCHING THE MAIN SWITCH ON OR OFF.

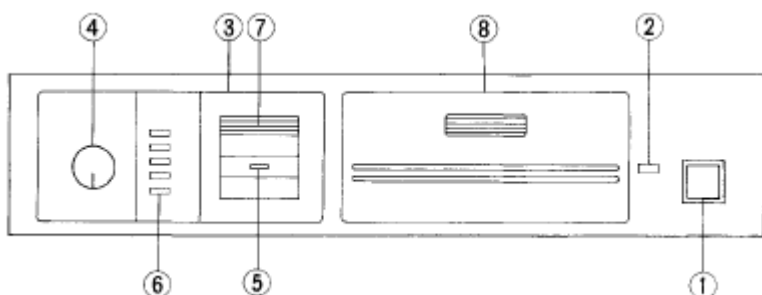
KF/ 20.3.95

Pinner Parish Church Radio Microphone Information

The PPC sound system has 4 radio microphones made by TOA. The system operates in the VHF radio band between 173.8 MHz and 175MHz.

Each microphone has its own receiver and dedicated frequency hence all can be used simultaneously with no mutual interference. The receivers are at the top of the equipment rack and are in two separately powered adjacent units. The first has the receivers for mics 1 & 2 the second for No's 3 & 4. There is an on/off switch (1) for each pair and a corresponding green 'on' LED (2).

The front of each receiver (3) has a bar graph (6) indicating the received sound level from the microphone. In addition there is an orange LED (5) which lights when a microphone has been switched on and shows that a carrier signal is being received. The diagram only shows one receiver.



Note that the volume knob (4) on each receiver only adjusts the receiver output and hence level into the main mixer. The normal setting for these is around 2 o'clock. The actual mic gain is preset within the mic unit itself. If the receiver persistently lights all the LEDs and the sound is distorted please notify the Church sound advisor.

The microphone numbers, normal use, type and operating frequency are given in the table below:

Mic No	Normal Use	Type	Frequency	TOA No
1	Vicar	Belt pack/lapel	174.8 MHz	D4800
2	Deacon	Belt pack/lapel	174.5 MHz	D4500
3	Intercessions	Handheld	174.1 MHz	D4100
4	Childrens service etc	Handheld	175.0 MHz	D5000

Spares (Held by Richard Lawrence)

WM270 Handheld Mic D4500 (same frequency as Mic No2)

WM770 Receiver rack containing 2 receivers - a D4800 (working) and a D4500 (not working)

Interference from other Systems

On the second Thursday of each month the RSPB have a meeting in the Church Hall where they use a radio mic system on the same frequencies as Mics 2 and 3. If our mics are in use it results in our service being relayed to the hall! If possible do not use Mics 2 & 3 on these evenings. If this cannot be avoided please notify Dennis Bristow on 8863 5026 in advance.

THE POWER UNITS.

The cupboard to the right of the console desk contains the six units listed below. The larger of the two keys will unlock the cupboard.

The units are set to be ON and correctly adjusted so that they are all activated when the wall switch is ON and no adjustment is required.

There are indicator lights to confirm that each unit is ON.

From top to bottom they are :-

Wireless Tuner for the radio microphones. ON - Green light.

Tape Recorder - Information panel lit up.

Graphic Equaliser - one red and two green lights.

Induction Loop Driver - green light.

Distribution Panel - Large red light.

Power Amplifier - Two green lights.

In the unlikely event of the wireless tuner showing no green light, the radio microphones will not work (this has happened).

Press the ON/ OFF button - the green light should then show.

Tape Deck and CD player

Separate instruction sheets are available.

Special Console Buttons. For information only.

AUX 1 Pre Button- It is important that this is in the "OUT" position. The loop will then receive only the signal selected by the white sliders. This is the way we need to operate.

AUX 1 AFL & AUX 2 AFL - should all be in the "OUT" position.

OSC. Button - Must be "OUT" It is a test Oscillator . It is protected by a cover.

"POPPING Buttons" - Along the top of the desk , beside the treble control knobs, there is a row of grey buttons - one for each microphone circuit. These are normally "OUT" If they are pressed "IN, the popping from a particular microphone will be reduced. - useful if the speaker insists on tapping the pulpit or if there is a lot of clothes noise.

CASSETTE PLAT BUTTON - should be "IN" for maximum input / output.

KF 2006..

Stage-box Microphones.

We now have three new microphones to replace those that were lost or stolen earlier in the year.

These microphones are for use with the "Stage-box" sockets in the chancel. They can also be used in place of the normal lectern and pulpit microphones. These microphones are rarely needed for normal church services now that we have Radio Microphones 3 and 4.

We do not have sufficient channels to use all our usual microphones -(there are seven- 4 radio, pulpit, lectern and choir) and stage box microphones at the same time.

If stage box microphones are to be used, select the normal channels not required, remove the plugs from the appropriate sockets in the console and plug in plugs labelled "Stagebox 1 and 2". Connect the new microphones to the chancel sockets with microphone leads of appropriate length.

The following are now kept in the "sound" drawer in the Sacristy. Please replace them in the appropriate section.

SOUND ACCESSORIES.

Keys for Console

Four Radio Microphones :-

(No.1 & 2 lapel microphones;
3 & 4 hand held)

One spare lapel microphone.

Two spare lapel clips.

Spare charged batteries.

CD's

Three microphones (in black boxes) for use with Stage boxes.-
Stands and leads for these are in the corner of the old vestry office.

The following are on the door of the console amplifier cupboard:-

Remote for CD units,

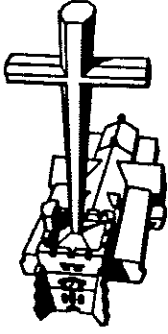
Remote for Tape Player

Headphones

Pre-recorded Tapes.

Dec. 2007.

Instruction folder



THE PARISH CHURCH OF ST JOHN THE BAPTIST, PINNER

PLAYING CD's - BASIC PROCEDURE.

The CD player is near the top of the right hand cabinet.

- 1). Switch on the sound system as usual.
- 2). Check that CD unit is on (green light) if not press **switch** on left side of CD player. *showing CD is in!*
- 3). Insert CD.

Control the system using the remote controller pointed at the CD player.

- 4). Select track required.
- 5). When ready press 'PLAY'.
Adjust sound level on console.
- 6). Fade as required - use console.
- 7). Press 'STOP'.
- 8). Remove CD.

N.B. There is a full instruction manual on the shelf
under the seat.

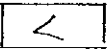
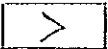
TAPE DECK

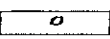
Located in the cupboard to the right of the mixer desk.


It is a conventional double tape cassette unit.

To record or play insert the tape into one of the decks.

TO PLAY



Press  or  depending on the direction you wish the tape to run.

Take care not to press the bars  just above these direction buttons.

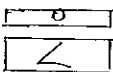
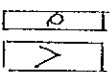
A pause button is marked .

Control the volume by the blue slider and the red sliders.

Press  to stop.

To re-wind press  or  according to the direction required.

TO RECORD

Press the pair of buttons  or  depending on the direction

you wish the tape to run.

Whatever is selected by the white sliders (or sub-mixer blue slider) will then be recorded. (with or without the speakers being in use.)

Stop; Pause and Re-wind controls as above.

Pinner Parish Church Sound System Jackfield

