

Sound System Set-up Instructions

The photos referenced in these instructions are a part of the Service Set-up Instructions attached to the UUFB cart.

Equipment:

The sound system consists of the following packaged items:

- 1) An amplifier and two speakers with the speakers attached to the sides of the amplifier to constitute one case, equipped with a carrying handle. This item is stored on the cart (see photo #13).

Inside the case are two microphones, a power cord for the amplifier, a short microphone cable, and a mini-recorder with cable (contained in a separate plastic bag).

- 2) A soft fabric, black bag containing two speaker stands, two speaker cables, each about 50 feet in length, and a 30 foot long microphone cable. This item is stored on the cart.
- 3) A small microphone stand. This item is stored on the cart.
- 4) A larger microphone stand. This item is stored behind the cart.

Instructions:

Amplifier and Speakers

1. Place the amplifier case on a small table and locate the table behind the UUFB screens on the side closest to the power receptacle. See photo #9.
2. Open the case and detach the speakers from the sides of the case.
3. Remove the speaker stands from the black fabric bag. Fully extend the telescoping sections of both speakers and the leg supports. Place the speaker stands outboard of the congregational seating area and about 5 feet forward of the speaker's podium. See photos #3 and #4.
4. Place a speaker on top of each stand and direct each speaker toward the center of the seating area.
5. Retrieve the two long speaker cables from the fabric bag and run one from the amplifier to each speaker. Plug one end of each cable into the rear of the respective speaker (jack is obvious) and the other end into the speaker ports at the rear of the amplifier. The ports are labeled **SPEAKER OUTPUTS R and L**, for right and left. It doesn't matter which cable goes into which port. See photo #11.
6. Inside the zippered pouch attached to the amplifier case is another small black pouch (containing the microphones), a microphone cable, and the power cord for

the amplifier. Remove the power cord from the pouch and attach it to the amplifier (see photo #11) and to the power receptacle at the wall. Verify that the power switch at the rear of the amplifier is off before attaching the power cord to the amplifier.

Microphones

One microphone is installed for the speaker at the podium and a second microphone is installed for the teller of The Story for All Ages to the north of the podium.

1. At the podium, configure the small microphone stand so that the extension arm is horizontal and place it and the blue microphone from the amplifier pouch as shown in photo #10. Extend the microphone in the stand holder as far forward as practical and set the switch to the off position.
2. To the north of the podium, configure the large microphone stand so that the base is positioned to the right of the speaker and the arm extends approximately horizontally to support the microphone. Place the black microphone in the stand holder and set the switch to the off position.
3. Run the long microphone cable (stored in the fabric bag that contains the speaker stands) from the blue podium microphone to the port at the front of the amplifier as shown in photo #12. This port is labeled MIC 1.
4. Run the shorter microphone cable (stored in the amplifier pouch) from the black microphone to the MIC 2 port at the front of the amplifier (see Mic 2 port location in photo #12).

Recording Device

A mini-recorder is provided at the speaker's podium so that the sermon can be recorded.

1. Retrieve the recorder from the plastic bag in the amplifier case and place it on the podium. If the Lo Battery indicator is lighted, pop the back off the recorder and insert two new AAA batteries, observing the polarity shown in the battery compartment.
2. The appropriate cable in the same plastic bag has a single connector on one end and twin connectors on the other, colored red and white. Insert the end with the single connector into the top of the recorder (this port is also colored red) and the other end of the cable into the **STEREO OUT L and R** ports at the amplifier (see photo #12).

Amplifier Settings

Set the controls on the face of the amplifier as follows (see photo #12):

INPUTS

Microphone 1 Volume (slider switch): 8
High (rotary knob): -6

Mid Morph (rotary knob): 0
Low (rotary knob): 0

Microphone 2 Volume (slider switch): 9
High (rotary knob): -6
Mid Morph (rotary knob): 0
Low (rotary knob): 0

OUTPUTS

Master Level (slider switches): 8 for both L and R

5 Band Equalizer:

Low: +6
Low Mid: 0
Mid: -3
High Mid: 0
High: +6

Sound Check

1. Turn the power switch at the amplifier to the On position.
2. Turn on the switches at both microphones.
3. Conduct a sound check by having someone speak into the respective microphones and a second person judge the sound volume at the rear of the room. Tweak the microphone volume settings at the amplifier as required.

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