## Sound System Procedures

## **General Operation**

- 1. To front glass door of the sound system cabinet using the push button on handle lock and the handle will pop out. Turn the handle counterclockwise.
- 2. When using the microphones, power should already be on for the wireless receiver mounted on the north window. The digital display should read A1 & A2. (A1 on the left & A2 on the right)
  - A1 The volume control for wireless Mic (Channel 1)
  - A2 The volume control for clip-on Mic (Channel 2)
  - $^{\dagger}$  A3/4 The volume control for podium Mic (Channel 3)
- 3. For Bluetooth push the white button on the top of 5/6 until it flashes blue and the blue light stays on. On the lower panel make sure the button is to the appropriate input. (¼", RCA, **Bluetooth**) PIN #7878(Fig 4)

## **Departure Check-list**

- 1. Microphones turn off mics and wireless receiver.
- 2. Disconnect Bluetooth or computer from mixer.
- 3. Return all power cords and microphones to cabinet.
- 4. Close and secure sound system cabinet handle.

\*Check microphone batteries before use\*

\*\* Have AA and AAA batteries on hand in case batteries are depleted\*\*

\*\*\*City of Palmer is not responsible for replacing batteries\*\*\*

