

1. Turning on Screens, Cameras and Editing Decks



Switch on these power sockets. On wall behind the sound desk.

These are for the edit decks, video distribution, laptop, screen above the sound desk and cameras 1 & 2.



Turn this switch on. It's on the bench in the choir box.

This is for all other screens and Camera 3.



Turn on and adjust all 3 cameras.

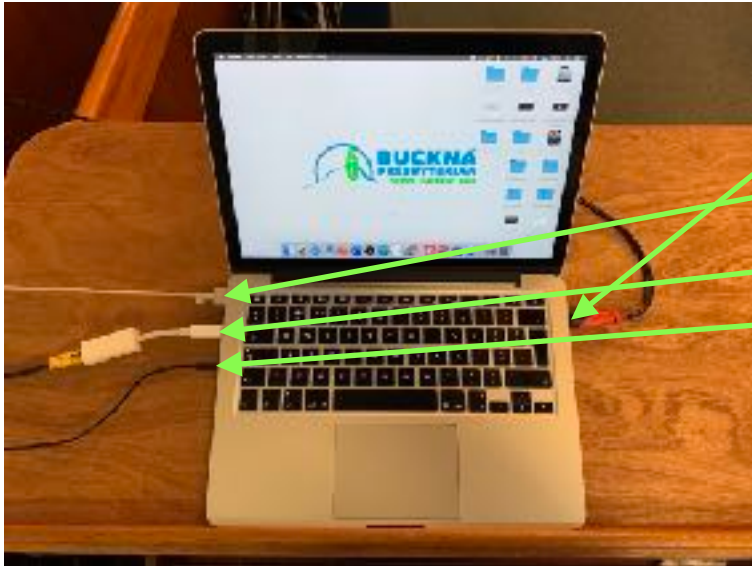
Press and hold power button.

Loosen the pan/tilt thumb screws, adjust and tighten again.

Adjust zoom.



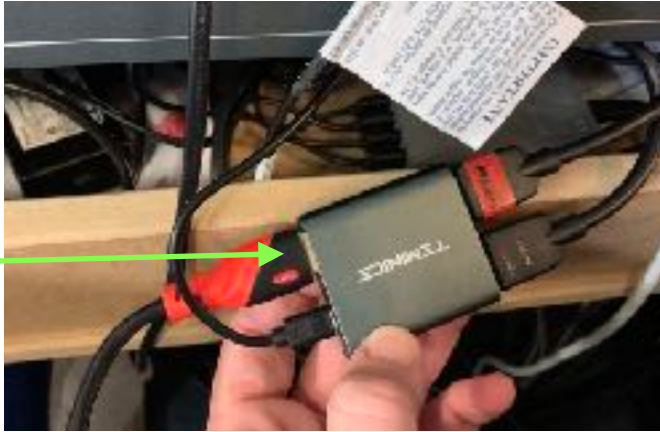
2. Plug in laptop and open the Powerpoint



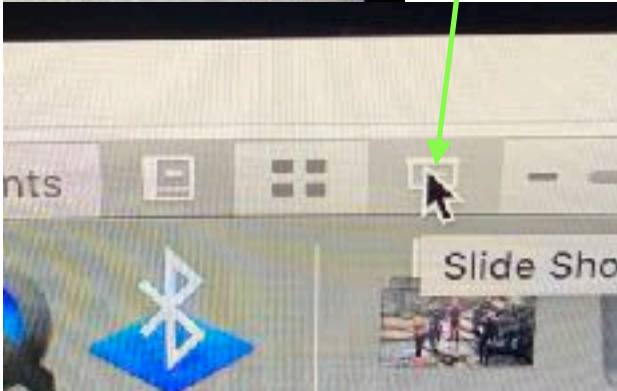
Connect laptop as shown.

HDMI	
Power	Plug power brick into the power bar on the rack.
Ethernet	
Sound	Set volume on laptop to 50%

If the video display from the laptop is distorted - unplug and reinsert this cable. _____
It is just inside the rack, below the HDMI distribution amp.



Open the Powerpoint (double click).
Click the Slide Show icon.
The Laptop should now be in presenter mode and look like this.



3. Check video deck settings and 'Going Live'



The Roland Deck should look like this. This deck controls the church screens.

- Computer
- Camera 1 - Piano (Choir box right)
- Camera 2 - Pulpit
- Camera 3 - Choir box left

The ATEM Deck should look like this. This deck controls the live stream and recording.

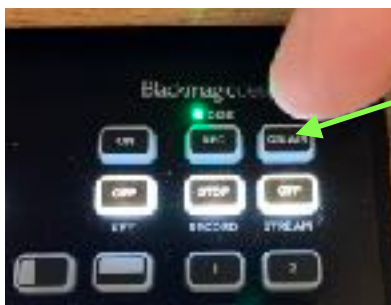
- Computer
- Camera 1 - Piano (Choir box right)
- Camera 2 - Pulpit
- Camera 3 - Choir box left



Check that 'MIC 1' is turned on.

This is the sound feed from the audio desk. This is the only sound source for the live stream and recording.

Going Live...



To go live press the ON AIR button

To record press the REC button

We aim to go live at 11.50 for morning services