

## DOBBINS HALL A/V GUIDE



1. Flip switch to turn **ON** main power box. When not in use, main power should be turned **OFF**.



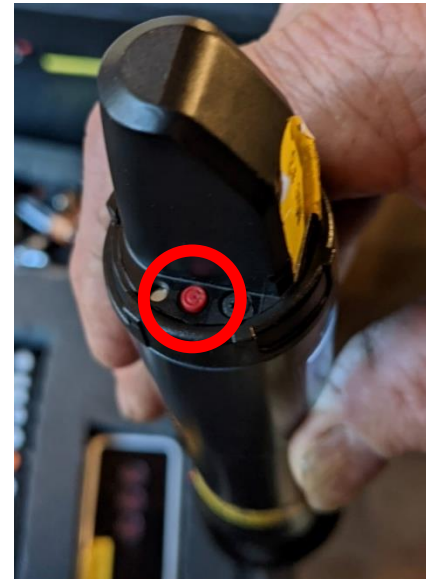
Note: If needed, the **user's manual** is underneath the sound board.

Note: The master switch on the sound board (back right) should always be left **ON**.

- Turn on microphone(s) by holding the power button. Microphones should be turned **OFF** when not in use.



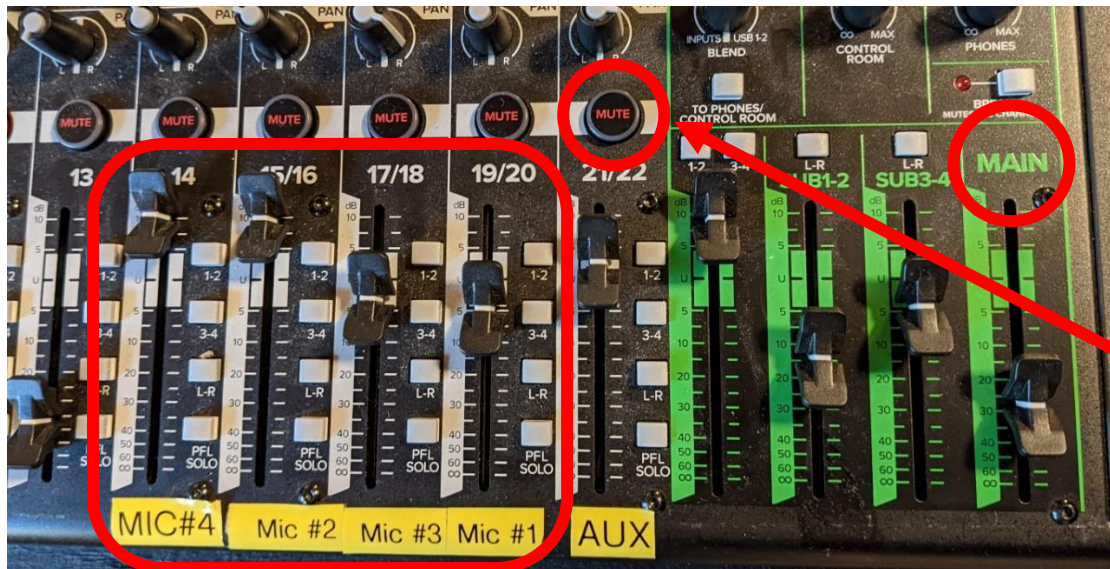
Bottom of handheld mics



Under front flap of lapel mic

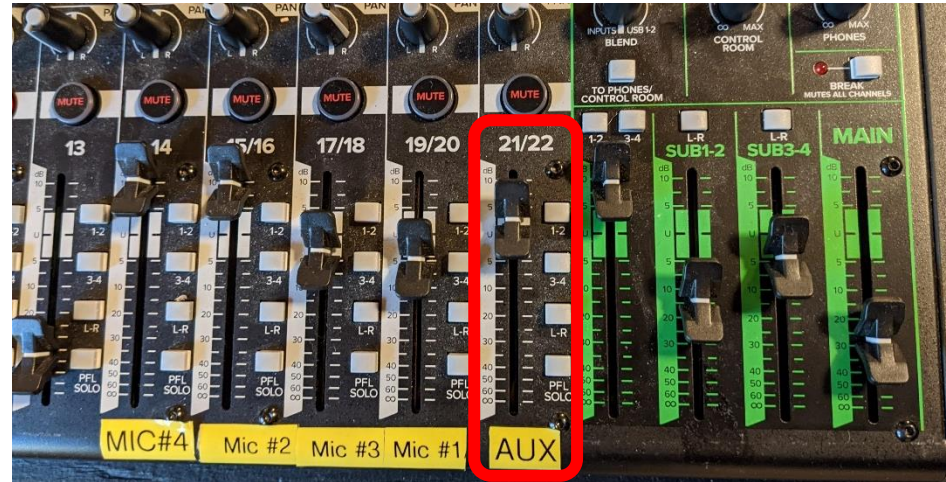


- Adjust volume at the bottom of the sound board for each mic separately, or at the same time using the **MAIN** volume control. Keep main volume turned OFF when not in use.

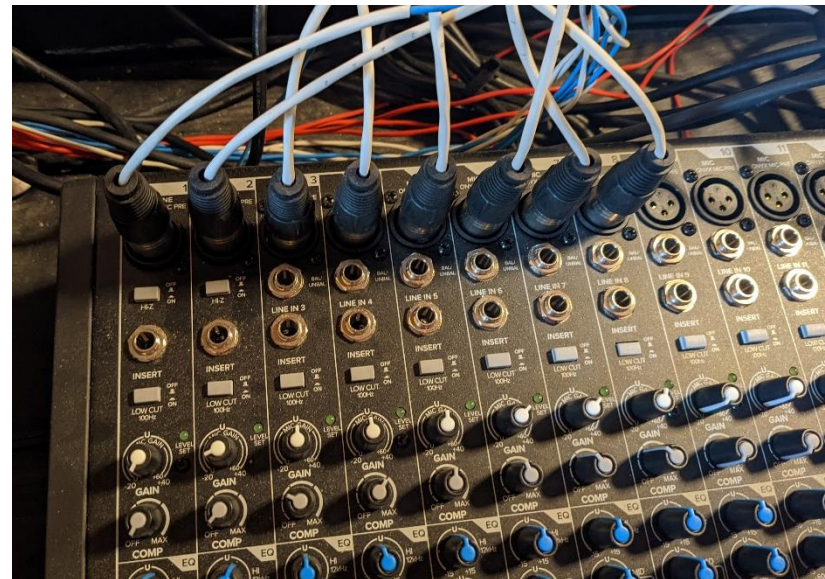


Note: device is on **MUTE** if button is **red**

- To use **AUXILIARY** input, connect music device to cable. Press USB 3-4 button to turn **ON**. Adjust volume with control below (it is recommended to keep volume on device at mid-high level).



- The **stage snake** provides 8 additional channels to the sound board for microphones or instruments with XLR input. The C and D inputs correspond with the **stage monitors**, stored in the storage closet in the back of Dobbins Hall. Zephyr Point does not provide cables, although some spare cables can be found in the sound board cabinet drawer.



## VIDEO

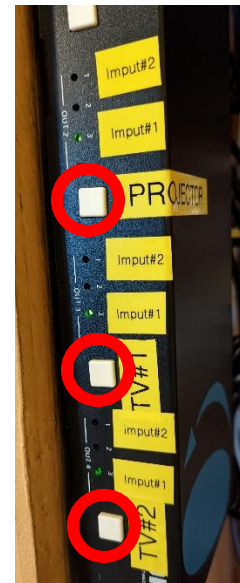
1. Connect device to HDMI input at front or rear. 6-foot and 25-foot cables are provided in the sound board cabinet drawer.

*Front input: left of stage wall*

*Rear input: sound board wall*



2. In the cabinet on stage right, make sure the HDMI switch is turned **ON**. Press the buttons labeled Projector, TV#1, and TV#2 to toggle between **front** (#1) and **rear** (#2) input. **Do not touch anything else in the stage cabinet.**



3. Point the **TV remote** at either screen to turn on display. Ensure TV source is set to **HDMI1** for in-house video "PC".



4. Point the **Stage Screen** remote at front stage to control stage projector screen. Point the **West Screen remote** towards the lake to control west projector screen. If the Stage Screen remote controls the west screen concurrently, the West Screen remote can be used to reverse any undesired effect.
5. Point the **Projector remote** at ceiling to turn on projector. The remote does not work directly under the projector; user must be standing behind or in front of the projector. A **green light** on the bottom will flash when it turns on. To turn the projector off, press the power button twice.

Note: A separate projector must be used in conjunction with the west screen.

*Any combination of the stage projection screen, left TV monitor and right TV monitor may be used simultaneously, but they can only display the same image on all.*

1. Main power must be turned **ON** for light board to work.
2. Flip switch on back of lights board to turn main power **ON**. Press **SCANNER 12** button for stage spotlights.



3. Use slide controls 15 and 16 to control spotlights. *Controls 1-14 are inactive.*
4. Turn sliders all the way **DOWN** and turn power **OFF** when not in use.