

AUTO-MIC SYSTEM

Using the auto-mic system in the Olympia
High School Performing Arts Center

By Mark Langley

ABOUT THIS MANUAL

This manual will cover the basics of using the auto-mic system. This system allows use of common audio equipment with minimal complexity and training. It assumes basic familiarity with mics, mic cables, common devices like DVD players, and how to connect them.

This manual is divided into 3 sections:

- I. Turning on the system
- II. Basic use with microphones only
- III. Enhanced use with control booth operation of additional playback devices (CD, DVD, computer, mp3, etc.)



WARNING



ALWAYS TURN DOWN VOLUME BEFORE CONNECTING AUDIO EQUIPMENT. FAILURE TO DO SO MAY RESULT IN PAINFUL NOISES WHICH MAY DAMAGE HEARING AND EQUIPMENT

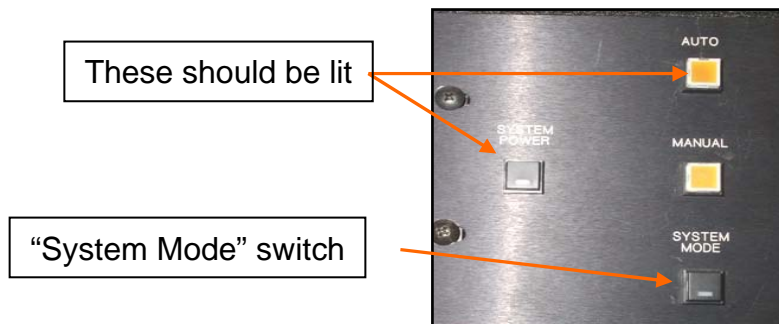
THERE ARE MANY ELECTRONIC FACTORS THAT MAY AFFECT HOW EQUIPMENT WORKS. NOT ALL EQUIPMENT IS COMPATIBLE. MISUSE MAY LEAD TO EQUIPMENT AND/OR HEARING DAMAGE.

AUDIO EQUIPMENT CAN BE DELICATE AND EXPENSIVE. PLEASE HANDLE WITH CARE, AND IF YOU ARE NOT SURE OF SOMETHING, ASK.

I: TURNING ON THE SYSTEM

Locate the main sound rack in the control booth and open the right-hand cabinet.

1. *System Power* switch should be lit on main audio rack in control booth.
2. Push *System Mode* switch so Auto indicator light is lit.



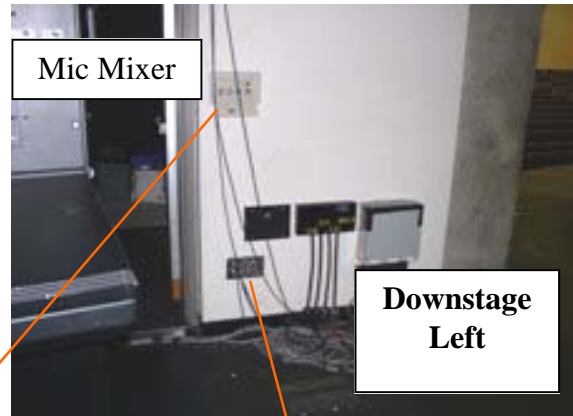
IF you are using the main auditorium seating only:

Push *turntable control* buttons so the indicator lights labeled *local* are lit.



II: MICROPHONES

1. Locate microphone inputs and mic mixer (volume controls).



Auto-mic
inputs



2. Plug mics into mic inputs using XLR cable.



THE AUTO-MIC SYSTEM IS FOR MIC-LEVEL DEVICES ONLY! DO NOT CONNECT LINE LEVEL DEVICES (CD/DVD PLAYERS, BOOM BOXES, ELECTRIC INSTRUMENTS, ETC.) DIRECTLY INTO THE AUTO-MIC SYSTEM WITHOUT PROPER TRANSFORMERS.

3. While speaking into mics, adjust volume using auto-mic mixer. Channels on mixer correspond to numbers on the input jacks.



TOO MUCH VOLUME MAY CAUSE PAINFUL AND DANGEROUS FEEDBACK!

III: ENHANCED USE – CONTROL BOOTH OPERATION OF PLAYBACK DEVICES

A rack-mounted mixer in the control booth makes it possible to use playback devices (DVD/CD, computer, mp3, boom box, etc.) with the auto-mic system and control the volume from a front-of-house (FOH) position.



IMPORTANT!



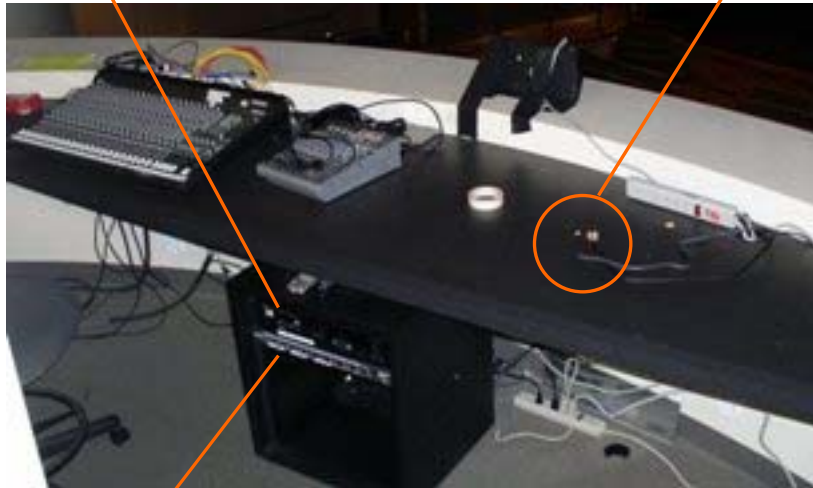
- *THE LEVEL FOR MIC CHANNEL 4 MUST BE SET TO THE MARKED LEVEL “FOH” ON THE MIC MIXER BACKSTAGE.*
- *IF YOU ARE USING DEVICES IN THE CONTROL BOOTH, DO NOT USE MIC INPUT 4 BACKSTAGE.*
- *THIS SYSTEM ALLOWS PLAYBACK DEVICES IN THE BOOTH ONLY, NOT BACKSTAGE.*
- *MICROPHONE INPUTS 1-3 MUST STILL BE CONTROLLED FROM BACKSTAGE.*

LOCATE IMPORTANT PARTS

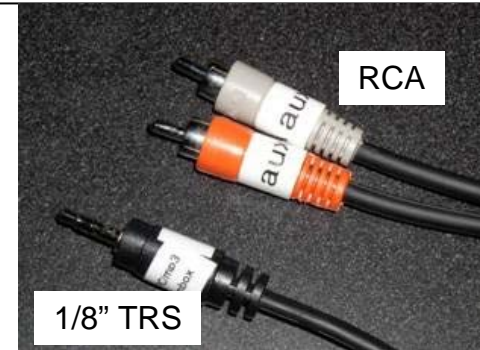
DVD/CD player

Auxiliary device cables

- 1/8 in TRS – PC/mp3/boom box
- RCA – Standard audio connection for DVD, VCR, stereo components



RACK-MOUNTED MIXER (Rolls RM82)



INSTRUCTIONS

1. Turn on auto-mic system (see section I).
2. Make sure volume for input 4 is set to “FOH” backstage.
3. Make sure channel volumes on the rack-mounted mixer are turned down
4. Turn on rack-mounted mixer.
5. Connect additional devices to appropriate cables. DVD/CD player is already patched.
6. Turn on devices.
7. Turn device volume controls (channels) up to 12 o'clock. (i.e., channels 3 & 4 for the DVD/CD player).
8. Turn up Master volume to achieve a general level
9. Adjust individual devices to achieve desired levels.



Auto-mic channel 4 at FOH



Device patch cables with labels



Mixer showing sample adjusted volumes. Yours will vary.

TRICKS, TIPS, and NOTES

Volume control for mics plugged into inputs 1-3 will remain backstage.

To make fine adjustments of your device easier, make sure your channel volume controls are set somewhere near the middle of the range. To achieve this you may need to: a) turn down the Master; b) turn down the device volume (if it has one); c) some of each.

If your device has a separate volume control (i.e., boom box or mp3 player), once you have found a good level (see above), choose one adjustment location for future control and leave all others alone.

You may use multiple overlapping devices and mics on this system if you wish.

There are 2 additional channels available on the mixer (7 & 8) for either mic or line inputs.

There are XLR (mic cable) and unbalanced (mono) ¼ inch inputs on each channel.