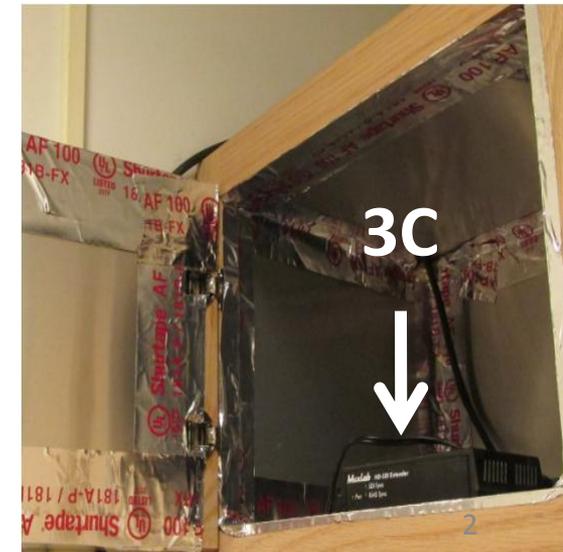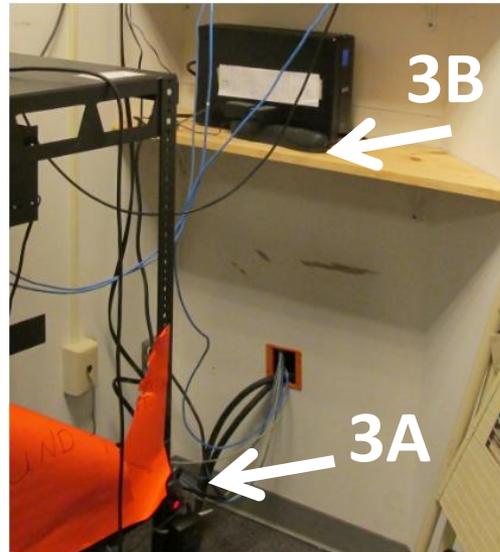# Saint Joan of Arc
Tech Ministry

ST. EXPEDITE

St Expedite – Patron Saint of Nerds
(Updated 19 April 2014)

Camera Operations
(Commons & Worship Space)

1. Power **ON** camera (closet in commons/worship space
   {turns on power & fan motor}

2. Open Camera door above the entrance way (inside church)
   {paint roller hook from closet}
   {Door magnetically closed}

3. Church Sound Room:

   A. Power **ON** sound rack

   B. Power **ON** power strip
   (under cabinet on shelf)

   C. MUXLAB lights in top left cabinet should be on

   Make sure top cabinets are closed. They are shielded with special lining.
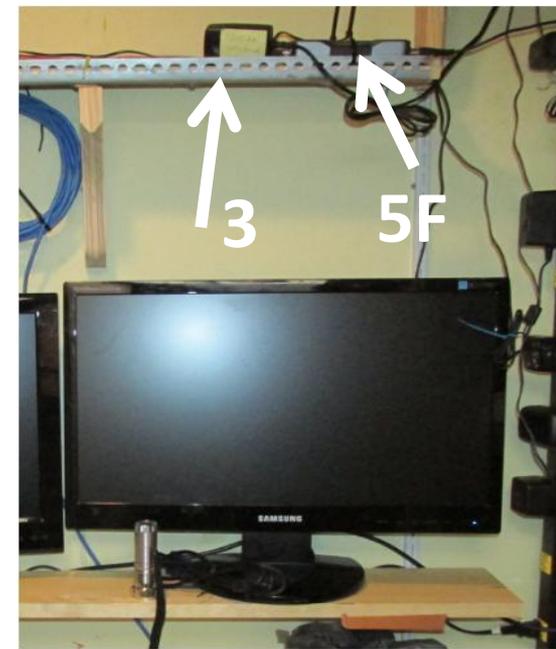

2

Camera Operations - JP 2 (1 of 2)

1. Power **ON** video projector switch inside PORT door, upper left only if projecting in JP2

    Standard master key will open PORT door

2. Open JP2 sound room (white door)

    Special key is required

3. Power **ON** (Plug in power cord with yellow sticky/tape {top right corner})

4. Power **ON** Set Input to HDMI 1 Monitor

1

Monitor Power always on

3   **5F**

5. Power **ON** (Panasonic Control board) – takes up to 20 seconds:

    Do Not Touch Other Buttons until

    "PRESET Pg 1 on LCD"

    A.   Push Menu Button - **ON**

    B.   Press Button 8 (camera) **ON**

    C.   Press/turn F1 knob - Group 1

    D.   Press & hold button 1 on camera status selection AND turn F2 knob to ON then press button down (check LED)

    E.   Light above Button 1 turns Green

    F.   Check SDI sync light on MUXLAB, see previous slide

        A.   Note: If SDI sync light fails to illuminate, go to the Worship Service Sound Room. Disconnect B&C Cable on MUXLAB (3C) for 3 seconds and reconnect.

6. Zoom

7. Pan/Tilt

Monitor Power always on

JP 2 Camera Sound Operations

1. Power **ON** –ProFX 8 Mixer Board -Bottom shelf, switch is on the back / right side

NOTE: If no power check C/Bs outside old sacristy

2. Power **ON** QSC Silver Amp (top right shelf)

Controls JP2 Main Speakers / white speakers

3. Power **ON** CRATE SPA-22 Amp (top left shelf)

   Control Front JP2 speakers

•ProFX8 MIXER set Ch 3/4 (Sound from worship space) {keep at level letter "U"}

Notes: ProFX8 switch 5/6 for house sound system which is tied into the Worship Space Sound Room Mixer

JP 2 Camera DVD Recording

JP 2 Sound Room Priority Panel

Follow JP 2 Camera & Sound Operations Steps 1st

1. Power **ON** Toshiba DVD recorder
   (on shelf to the right)
2. Press Open/Close Button to the right of the DVD Drawer
3. Insert DVD disc
4. Press – Record
5. When done Press "Stop"
   (DVD will begin writing to disc)
5. Press Setup
6. Select DVD
7. Select Finalization
8. Remove disc
9. Power OFF – DVD player

- SP 2 Hours
- LP 4 Hours
- EP 6 Hours
- SLP 8 Hours

Settings:

JP 2 Microphone Operations

1. Turn **ON** Gemini-4200 Level Mic Unit

    (Use 2 silver cordless mics)

2. Set Channels - CH 25 (left) CH 33 (right)

3. MIXER CH 2 "**U**" (top right) gray power button

    Press & hold = mic ON

    One push =MUTE

    Press & hold = mic OFF

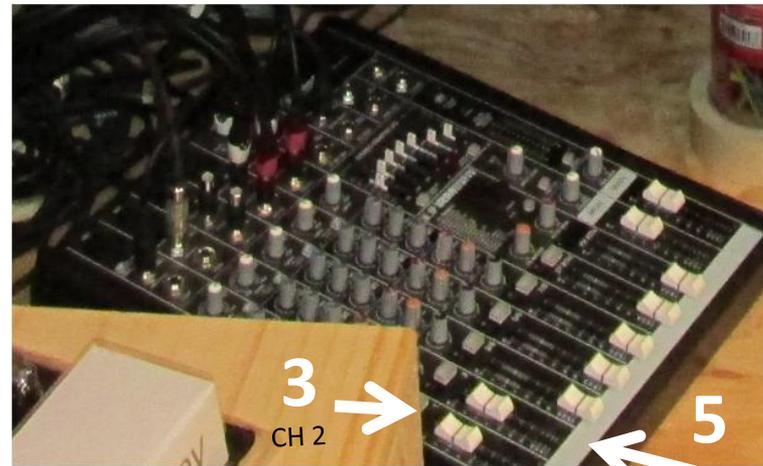If an additional mic is required use black mic

- Turn **ON** Gemini-1254 Level

- MIXER CH 1 "**U**" (top right) gray power button

    (Single Black microphone)

    Slide Top – mic ON

    Slide middle =MUTE

    Slide bottom - OFF

    NOTE: JP2 mics are not heard in church

2A

CH 2

3 →

5

CH 1

Mic Power Off Order

1. Power OFF Gemini 4200
2. Power OFF Gemini 1254
3. Power OFF CRATE Black Amp
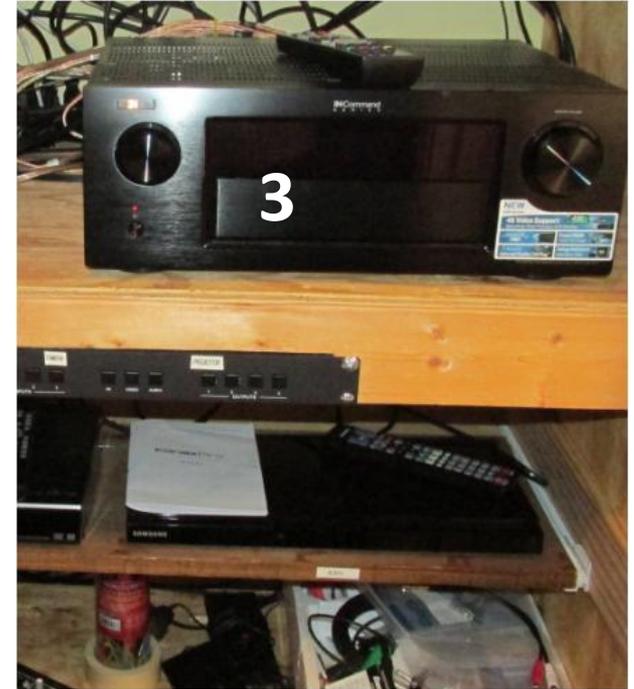4. Power OFF QSC Silver Amp
5. Power OFF Mixer

7

Sound Cabinet rear of JP2

1. Power **ON** video projector switch inside PORT door, upper left if projecting in JP2
   Standard master key will open PORT door
2. Open JP2 sound room (white door) - Special key is required
   NOTE: Can use DENON amp via SJA Tech Ministry Wi-Fi system
3. Power on DENON unit
4. Open JP2 sound brown closet in rear of JP2
   (Keys inside white door closet in PORT room; upper left door frame
5. Power **ON** Blue Ray player
   It will play Blue Ray discs; DVDs, CDs
6. Power **ON** Laptop
   Enter Password to access Wi-Fi
   NOTE: Make sure HDMI cable is hook to laptop
7. Power on Hitachi Projector – via Remote
   Can also use power button on projector if remote is dead
   NOTE: takes awhile for bulb to warm up
   Use remote to "Blank" projector

Power Off Order

1. Power OFF Projector
2. Power OFF Blue Ray player
3. Power OFF Laptop
4. Power OFF "DENON" amp
5. Power OFF Mixer Gemini 4200
6. Power OFF video power inside PORT door

DENON AVR 3313Ci

1. Power **ON** Denon
2. Use Denon Remote and Press DVD, the Denon Screen should display "DVD MULTI CH STEREO"
3. If you wish to hear the audio recording, plug audio cable into "Phone" Jack
4. Turn Denon Volume 50