

Operator tip sheet:

Turning on the lighting board:

1. To turn on the lighting board, there is a rocker switch on the back of the lighting board to turn this on.
2. When the lighting board is fully booted. Bring up the house lights (typically dimmer 1 & 2, or the furthest left slider on the lighting board.
3. Down stage right (off stage) there is a lighting control panel. When looking at this control panel, press the bottom right button until it lights up green. (This is the off button which releases the house lights to the board)
4. You now have full control of the lighting system to run the lights during an event.

Turning off the lighting board:

1. Down stage right (off stage) press the top left or right buttons until one of them is lit green.
2. In the control booth turn off the board and the monitor.

Turning on the sound board:

1. Turn on the sound board by pressing the push button (near the power cord) on the back of the board.
2. Turn on the amplifiers by moving the toggle switch (located up and to the left of the sound board) towards you.
3. Un-mute the main sliders.
4. Un-mute any additional sliders when needed.

Turning off the sound board:

1. Mute all sliders including the main sliders.
2. Turn off the amplifiers by moving the toggle switch away from you.
3. Turn off the sound board.

Turning on the digital projector:

1. Press the ON power button on the remote located on top of the HDMI connection port.
2. Plug in a device to broadcast an image via HDMI cable.

Turning off the digital projector:

1. Press the OFF button on the remote twice.
2. The projector operation status lights will change from green to yellow, and then to red.

****At the end of the night ensure that all equipment is turned off including the lighting board, digital projector, sound board and TV monitors.****