

To record a service/sermon:

Follow the colored dots...

1) Make sure the MAIN power is on

(The hard-to-see big red switch on the top right)

2) Insert the CD

(It should be labeled and sitting on the top of the cabinet)

3) Wait for the CD player's display to read "0tr 0:00" then press "Record"

(it will initially read "Reading TOC" or something like that) THE MACHINE WILL GO INTO "PAUSE"

4) Press "Play" to start recording

(You can also press "Pause" to take it out of paused mode and begin recording) You should get about 70 minutes of recording time with a standard CD.



When you're done recording:

5) Press "Stop"

(If the CD is full it will have stopped by itself). After you press "Stop" the display will temporarily read "PMA Writing"

6) When the display goes back to numbers, press "Finalize"

The display will now read "Finalize OK?"

7) Push in the "Multi-dial" knob

(Round knob on the far right above the headphone input)

8) When the disc is done finalizing, remove it and place it back on the top of the cabinet

While it's finalizing, the display will show "TOC Countdown" and the time remaining. Wait until it gets to "0:00" before you remove it.

Basic sound control

Use the labeled sliders to adjust individual microphones or devices

Only use the master volume control on the far right of the mixing board if you want to adjust the *overall volume* of the speaker system.

If you're ever in doubt about which slider to adjust, look for a green flashing light.

It will indicate that sound is currently coming through that channel.

Most-used channels:

Pastor's microphone

Front Piano

Pulpit/Podium Microphone

Other channels:

Special Music Microphone #1

(located near the front piano—most often used)

Special Music Microphone #2

(also located near the front piano)

Special Music Microphone #3

(located behind the pulpit—rarely used)

Extra input

(for a CD player, computer, etc. Located behind the pulpit—rarely used)