

Good Shepherd Lutheran Church

Sound System Instructions and Microphone Techniques

by Scott Ailing

Introduction

We are blessed to receive a premium sound system from the Rigby estate. With this designated gift, we were able to install a new amplifier, digital sound mixer, Bose speakers and all new microphones. Our new system is an important tool for the enhancement of our worship at Good Shepherd. The following guide will hopefully take some of the mystery out of working with this new technology, and help us utilize this system to its full potential. Some of the instructions may be superfluous for some, but may help another who has had little to no experience working with sound equipment and microphones. And, as always, never hesitate to contact me with any questions.

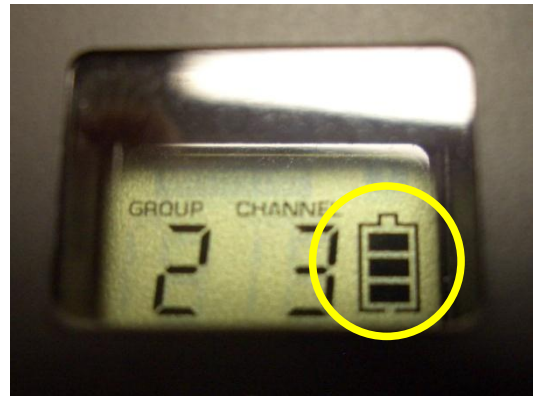
1. The Assisting Minister and the Wireless Lavalier Microphone

Our Assisting Minister will wear the SHURE lavalier mic. It may be found on the table in the “Alb Room”. Please turn it on by holding down the “Mute” button on the top of the pack until you see it activate. Then, release the button. Do the same to turn it off.



Clicking the button on the top will mute the microphone and the light will turn orange. Please make sure the light is green, or you will not be heard.

Unlike previous mics that we have had, the batteries in this model will last up to eight hours. Please check the status of the batteries on the screen on the front of the pack. If you are showing 3 bars of battery strength, you do not need to change the batteries. If you have 2 bars or less, please change the batteries using fresh AA batteries in the green bin.



The cover is removed by squeezing the sides and lifting up on the cover. Please make sure you position the batteries correctly.

The microphone should be clipped on to your alb as close to your face as possible without rubbing against it, or you may clip it to your shirt underneath your alb. The top of the microphone should always be pointed toward your face. Never speak directly into the microphone as your breath will make a loud popping noise, especially with "P's" and "B's". Please take care when your head is facing down that you are speaking slightly to the side of your microphone if it is directly beneath your chin.

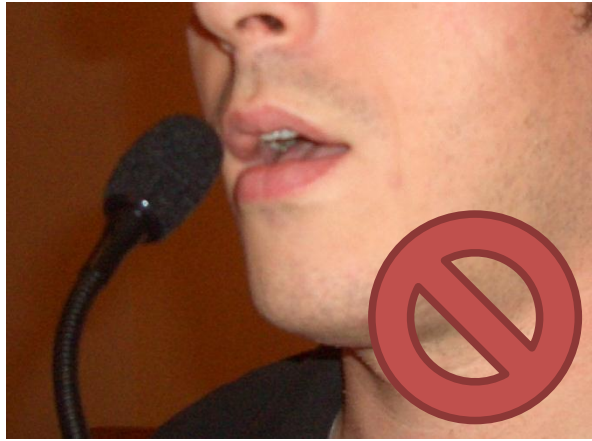


Always speak normally, and the sound technician will adjust your volume accordingly.

2. The Lectern and Pulpit Microphone

When speaking at the Lectern or Pulpit, do not be afraid to adjust your microphone before you begin speaking. The microphone has 2 flexible necks at the base and the top, and will keep its position when adjusted. Once your microphone is in a comfortable position, take care not to speak directly into the microphone as your breath will make a loud popping noise, especially

with “P’s” and “B’s”. The head of the microphone should be under your chin so that your breath streams over the top of the microphone. You may also speak to the side of the microphone.



If you begin speaking, and your microphone needs to be adjusted, pause and re-position the microphone. Always speak normally, and the sound technician will adjust your volume accordingly.

3. The SHURE Hand-Held Wireless Microphone

If you have occasion to use the SHURE hand-held wireless microphones used by the Cantor and Pianist, they may be turned on by depressing the “Mute” button until it activates. Do the same to turn it off.



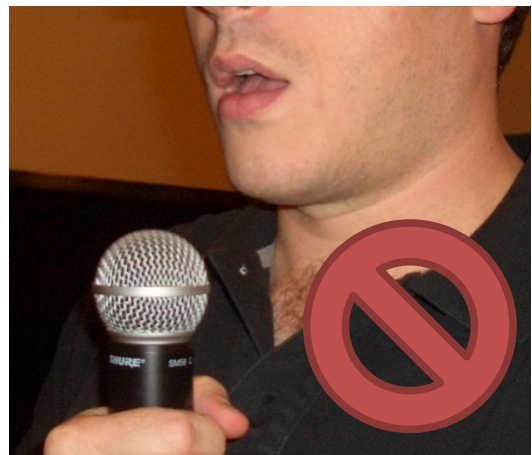
Clicking the mute button will mute the microphone and the light will turn orange. Please make sure the light is green, or you will not be heard. You will see the battery meter on the front screen. If you are showing 3 bars of battery strength, you do not need to change the batteries. If you have 2 bars or less, please change the batteries using fresh AA batteries in the green bin found on the table in the “Alb Room”.





The cover is opened by unscrewing the base counter clock-wise. Please make sure you position the batteries correctly.

When speaking or singing, make sure that the microphone is pointing toward your face, not at the ceiling. Keep the microphone a minimum of 6 inches away from your face, and take care not to speak directly into the microphone as your breath will make a loud popping noise, especially with “P’s” and “B’s”. Your breath should stream past or over the microphone.



Always replace the microphone to a stand. Never place it on a surface. It will roll, fall and potentially damage the unit.

4. Running the Sound Mixer



No one should touch the sound mixer unless they have gone through training with Scott.

Our state-of-the-art Presonus Digital Sound Mixer looks intimidating, but is simple to operate for Sunday Morning Services. If you are interested in volunteering to be a sound engineer for the 8am or 10am service, please see Scott. Committed volunteers are always needed, and you will be scheduled on a rotation. Training takes 5-10 minutes.