

Instructions for Memorial Hall PA System Microphone Use (v1.0 Jan05)

The PA system comprises:

- Amp Unit
 - 230V Power cable
 - Microphone with cable and 6.5mm jack
 - 2 x Speaker leads with 6.5mm jacks
 - Input lead 3.5mm jack (not used)
1. Move the items from secure storage to the Piano (South) side of the stage where the power and speaker connections are located. Care as the Amp Unit is heavy and relatively fragile.
 2. Switch on the stage lights so you can see what you are doing.
 3. Check the Amp Unit and 230V Power Cable for damage – if concerned over electrical safety do not use.
 4. Plug the 230V Power Cable into the back of the Amp Unit. Ensure the AC INPUT switch is in the upright off position.
 5. Plug the 6.5mm Speaker leads into the back of the unit top sockets marked SPEAKERS. Note one is LEFT and one is RIGHT



6. Plug Microphone with cable and 6.5mm jack into the front of the unit labelled PORTOGRAM PRO SERIES MD/CD in the socket labelled MIC.
7. Switch Microphone handset to OFF
8. Turn MICROPHONE knob on unit to 0% (all measures to minimise feedback)
9. Leave COMPACT DISK PLAYER and MINIDISK DECK turned off as not required to operate the microphone



10. Plug 230V plug into mains socket turned off at the wall on the South side of the stage wall.
11. Plug LEFT 6.5mm Speaker Jack into left wall socket and RIGHT 6.5mm Speaker Jack into right wall socket on the South side of the stage wall.
12. You are now ready to test the unit.



13. Turn on 230V plug at the wall.
14. Turn on AC INPUT switch on the back of the unit - switch is in the down on position. The unit is now live.
15. Hold the Microphone handset and switch to ON
16. Turn MICROPHONE knob on front of the unit to 25%
17. Have someone at the front and back of the hall to comment on sound levels and adjust accordingly.



18. When not in use switch the Microphone handset to OFF before laying Microphone down.
19. During operation avoid using the Microphone directly under the main Speakers to avoid the likelihood of feedback. If feedback occurs turn down the volume and move the Microphone away from the Speakers.
20. When finished Turn MICROPHONE knob on front of unit to 0%.
21. Turn the Unit power off - Ensure the AC INPUT switch is in the upright off position.
22. Turn off the 230V plug and unplug the Power Cable.
23. Unplug the Speaker leads and coil up for storage
24. Unplug the Microphone and store
25. Return all items to Secure Storage. Care as the Amp Unit is heavy and relatively fragile.