

## **Using The Jubilee Hall PA System, Loop Hearing facility , and Microphones.**

The Jubilee Hall is fortunate in having a high quality four speaker audio system, which provides good quality sound-voice and music- around the hall at very adequate volumes. It is also used for relaying the sound from files being viewed by the high level projector. (See also notes on use of projector)

The equipment contains its own CD player which works in the usual manner with options for track selection. The volume can be adjusted via the named control, or by using the master volume control.

Wireless microphones are also available. Microphone stands of different types are also available-please ask the Booking Secretary.

All microphones have an on/off switch, **and require batteries ( 9v PP3)which are the hirer's responsibility to provide. They are yours to take away afterwards!**

Each microphone has a designated volume control on the main unit in the Equipment cupboard.



**When using this equipment switch on power from the socket in the Equipment cupboard (power point furthest from the door of the cupboard). Then press the 'POWER' button on unit 'D', and the CD Player above (C), which will illuminate immediately. The Microphone equipment and the Loop system automatically become activated.**

1. Switch on at socket 'E'. This activates all equipment. CDs are placed in Unit 'C' in usual way
2. Adjust volume on 'D' with control '11'



If you are using microphones, switch on using the switch on the microphone. Control volume with control '11'.

Volume adjustment for the DVD Player or Laptop is made using the master volume control (11).

**In exceptional circumstances** further adjustment may be achieved using the auxiliary controls 1 to 10 as shown above. Volume for equipment using the projector can be further adjusted via Aux 4 (9)

Relative volumes between multiple microphones, CD player, or music sourced from a laptop can be achieved using controls 1-6.

**The Jubilee Hall is in the centre of a residential area so please keep volume at a reasonable level.**

**Switch off system at socket 'E' after use. Do not switch off individual units.**

It is then ready for use. When finished, reverse the above procedure. Close and lock the cupboard door.

**Do not adjust units A & B under any circumstances, or change the connections at the rear of any units. If difficulties are experienced contact the Booking Secretary.**