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Horton Village Hall.

PA and Loop System Instructions

Horton, Somerset.

Equipment location and switching on.

The PA and loop equipment is located in the back cupboard within the stage area. The mains switch for the equipment is located to the right of the system marked 'PA system'. When this is switched ON the system is ready to use.

PA amplifier Layout.

System layout:

Microphone Make

Channel 1	Wired microphone socket located	Dymanic microphone
Channel 2	Handheld microphone	ATW-T28 Audio Technica
Channel 3	Tie clip microphone	ATW-T27 Audio Technica
Aux 1	Line input point	
Aux 2	Spare	



Controlling the PA volume:

Use the MASTER volume control to increase and decrease the volume of the PA system.

The loop system:

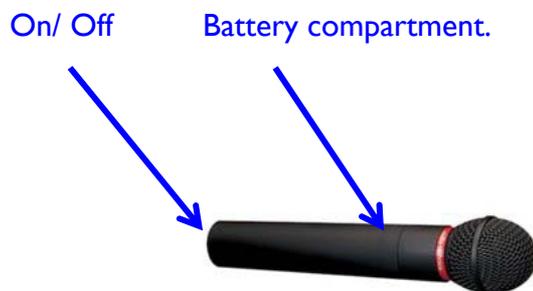
The loop system is designed with hearing users with a T position. It works alongside the PA amplifier so any speech of signal on the PA system will be heard on the loop system.

Please note: A microphone must be used for the loop system to work.

Using the handheld radio microphone:

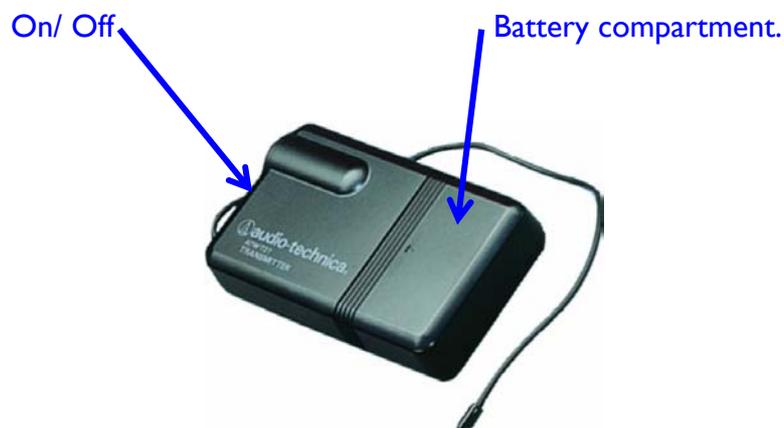
The radio microphone receivers are located on top of the PA amplifier. Switch the PA system ON as usual then switch the microphone ON via the switch on the base. This must click twice to be fully ON. When speaking in to the microphone it should be heard on the PA and loop system. To adjust the volume simply increase or decrease the volume control on the front of the PA amplifier. To change the battery simply twist the shaft of the microphone to expose the battery.

Please note: A Mute switch is located on top of the belt pack if required.



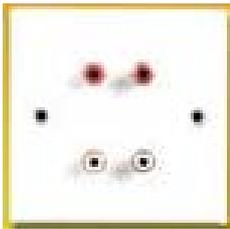
Using the tie clip radio microphone:

The radio microphone receivers are located on top of the PA amplifier. Switch the PA system ON as usual then switch the microphone ON via the switch on the top of the belt pack. This must click twice to be fully ON. Clip the microphone to lapel and the belt pack on belt. When speaking in to the microphone it should be heard on the PA and loop system. To adjust the volume simply increase or decrease the volume control on the front of the PA amplifier. To change the battery simply slide down the cover on the belt pack to expose the battery.



Line input point:

A line input point is located on the stage area. This can be used for connecting any audio source e.g. CD player, MP3 player, laptop, etc. Simply connect to the output of the audio device in to the socket marked 'LINE IN'. To adjust the volume simply increase or decrease the volume control on the front of the PA amplifier.



Microphone input point:

The microphone input plate, which is located next to the line input within the stage area. On the end of the microphone cable there is a 3-pin plug, the plug will only fit one way in to the socket and when located the plug will click and lock in. To remove the plug from the socket push the button on the socket and pull the plug out. To adjust the volume simply increase or decrease the volume control on the front of the PA amplifier.

Button to release plug.



Meeting Room:

A loop system has been installed within the small meeting room. The equipment is located in the roof space above the meeting room and is switched ON via a switch located next to the main halls light switched.

Ceiling microphone:

A ceiling microphone has been installed within the room to pick up speech within the room. When speaking within the room it can be heard on the loop system.

Loop tester:

A loop tester has been provided to test the loops regularly. This device acts like an hearing aid so the induction loop system can be tested by the LISTENER. Switch the LISTENER on via the switch On/Off switch on the side of the unit. Switch the Microphone/Telecoil switch to T position. Speak through one of the microphones on the loop system and listen to the small speaker located on the side of the device. Adjust the volume control to the required setting when listening to the loop. To increase the volume turn the volume control dial in an anti clockwise direction. Speech should be heard over the LISTENER and the loop indicator light should flash. When finished switch off via the On/ Off switch.

