Directions for YCMS Auditorium Setup

If required:
- Set up the portable screen with the polls.
- Set up projector in the middle of the stage.
- Adjust the settings on the projector to the screen.
- Set up three mic stands and 3 cords (place in mic 26, 27, 28)

Projection Room (you will need a former WR key to open door)
- Turn on Mixer Board first; (power button closest to power cable).
- All channels must be muted on Mixer Board except 26, 27, 28 (red light comes on when muted)

Cabinet 1 (behind Mixer Board; top to bottom order; must be turned on before Cabinet 2)
- Turn on 1st box called Listen Box.
- Turn on 6 Audio - Technical boxes.
- Turn on Fuman Power Control; (power button on right side)
- Turn on Mix Amp; (power button on right side)
- Turn on Monitor Amp (very bottom one)

Cabinet 2 (top to bottom order)
- Turn on 1st box called Driver Rack
- Turn on 5 Crown Amp boxes

When event is finished:
- Turn off Cabinet 2 first; bottom to top
- Turn off Cabinet 1; bottom to top
- Turn off Mixer board
- Move portable screen and polls back to the back storage area
- Move the mic stands to the back storage area
- Move the portable projector and the mic cords back to the Network Services room

To Add Stage Monitors (speakers with sound so students can hear)
- Get small PA amp. and speakers along with cords, etc.
- Take small PA Amp and connect it. The cord from the Amp goes in Main Out to ICA on wall to Mic 11/12
- Arrange the speakers so they will not interfere with the stage mics. Meaning turn slightly toward kids.
- The sound level for the stage monitors/speakers is controlled by the small Amp
- In projection room, on main board, have the cd player/tape, etc. coming in channel 31/32 to board
- From subs out 1 to IC-A
- Assign the stage monitors/speakers to channel 1-2
- L-R does the house sound