Video Team Setup

Connect the Cables:
1) Connect the cables from the Main Board (TT24) to the Sound Board

Input	Main Board	Sound Board
Pastor Patrick	Port 1 Insert (Half Tapped)	Mic 1
Pastor Mark	Port 2 Insert (Half Tapped)	Mic 2
Band Mix	AUX 8	Mic 3
Children's Mic	Port 3 Insert (Half Tapped)	Mic 4
Sanctuary Overhead Mics		Line In 5 Line In 6

2) Connect Main Out cables (on back of sound board) to the Video Camera Inputs
   ○ Verify that Phantom Power on the camera is turned OFF

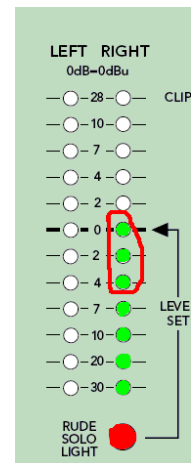3) Verify Baseline Settings. The Sound board should be configured similar to the table below:

1202VLZ	Mic1 (Patrick)	Mic 2 (Mark)	Mic 3 (Band)	Mic 4 (Children)	Line In 5-6 Overheads
Low Cut	ON (down)	ON (down)	OFF (up)	ON (down)	ON (down)
Trim (Mic Gain) (Use Inner circle)	0	0	5	0	
AUX 1	N/A	N/A	N/A	N/A	N/A
AUX 2	N/A	N/A	N/A	N/A	N/A
EQ	Flat (U)	Flat(U)	Flat(U)	Flat(U)	Flat(U)
PAN	Middle	Middle	Middle	Middle	Middle
Gain	0 dB (Unity)	-5 to 0 dB	-5 to 0dB	-5 to 0dB	-10 to +10

4) Verify the rest of the Board setup
   ○ Phantom power OFF (on back of board)
   ○ Control Room Source Settings (Bottom right of board)
     ▪ Main Mix button ON (down)
     ▪ Alt 3-4 OFF (up)
     ▪ TAPE OFF (up)
     ▪ Assign to main mix OFF (up)

5) Power on Board

Audio Mixing

Adjust the audio levels on the board during practice or before the first sermon.

1. First adjust the individual input levels for each source
   1. Solo the channel and adjust the trim so each source peaks around -4 to 0 dB on the right level meter (see below)
      ▪ For the band mix, it may be necessary to repeat this once you mix the band on the TT24 (laptop)
2. Fine tune and equalize the inputs by adjusting the gain
3. Adjust the camera input gain to peak between -10 and -6 dB
4. Verify sound quality at the camera

Video Camera Setup

- **Quick Checks**
  - **Put a NEW tape in the camera**
  - Verify XLR Cables are connected
  - Verify Video Cable is connected

- **Picture Profile** Button
  - **Select PP1**

- Menu Button
  - Audio
    - Mic Select **(Choose XLR)**
    - Return
  - XLR Set
    - XLR Ch Sel (**CH1**)
    - Input 1 Level (**Line**)
    - Input 1 Trim (**0 dB**)
    - Input 2 Level (**Line**)
    - Input 2 Trim (**0 dB**)

- "Audio Select" on Back Panel
  - **Ch 1 Switch** set to **Manual**
    - Set **Ch1 Gain** dial to **5-6**
  - **Ch 2 Switch** set to **Manual**
    - Set **Ch2 Gain** dial to **5-6**

Side Panel Settings for Camera optics

- **If unsure, set switch at rear of camera to "Auto Lock" and you're done**
- Otherwise, follow the rest of the settings below

- **Set IRIS ON** (you will see F-Number on display (Fx.x))
  - **Zoom the camera all the way out (wide)**
  - Adjust silver knob at front of camera to lowest F-stop possible (F1.6-F2.8)
- **Set GAIN to 0dB**
  - Press Gain button until N dB appears on display
  - Set silver switch to "L"
- Shutter Speed and Wht Bal not used

- These should be off on display
- **Focus should be set to AUTO**
- **ND Filter is OFF**
- **Zoom should be set to Ring**

Recording the Sermon

Key Points:
- **Don't adjust the audio levels once the sermon has started** unless absolutely necessary. As long as the audio level on the camera peaks above -20 dB, it can be fixed later
- **Connect your headphones to the camera when recording**

Camera LCD Display Detail