**HUU Sound System**

**Set Up for Microphone Only** *(Normal Sunday mode)*

Turn on the system via the power switch in the control box on the kitchen wall.

Turn on the microphone via the **two** switches under the lectern in the main room.

* The inner switch should be UP for ON, down for off.
* The outer switch should be DOWN for ON, up for off.

Output channel 2 on the control box is for the microphone. Adjust the volume with the top knob in the column for “2.” It is very sensitive, especially on the high side.

Always test the volume before the room fills with people. If you hear any buzz or echo, it is too high.

**If you have done all the steps above and still get no sound**, check the power supply on the floor under the lectern. The electrical connection may have come loose.

At the end of the service or other event: Turn off all three switches for the sound system: one at the control box in the kitchen and two microphone controls at the lectern.

**Set Up for Playing Music through the Speakers and Using the Microphone**

Channel 4 sends sound from external devices (electric instruments, audio players) through the speaker system. It is activated by plugging Audio Out cables from the device into the control box for the speaker system.

It takes coordination to use the microphone and the auxiliary sound for the same event.

**To Avoid Ugly Audio Feedback**

when an external device is cabled into the sound system

At the control box, turn the volume **all the way down** for the channel you are not using.

Set the volume to the pre-tested desirable level for the channel you are using.

Do this each time you switch from microphone to auxiliary sound and back again.

At the end of the service or event : Turn off all three switches for the sound system: one at the control box in the kitchen and two microphone controls at the lectern.

**To use a CD player during the service**

1. Set the player switch to OFF.
2. Plug in the player.
3. Turn the volume on the player itself as low as it goes.
4. Cable the player to the AV input in the control box.
5. Check that channels 2, 3, and 4 are all turned down.
6. Turn on the master switch at the control box and the two switches at the lectern.
7. Set the speaker volume for channel 2 (the microphone at the lectern) between 9 o’clock and 10 o’clock. TEST THIS SETTING and adjust.
8. Put the first CD into the player.

When it is time to play music

1. Turn the volume all the way down on channel 2 (6 o’clock).
2. Turn the device on with the remote.
3. Select the track you want with the remote and press OK.
4. Quickly turn the volume up on channel 4 (between 8 o’clock and 9 o’clock … depends on the recording.)

When the song is over

1. Fade out by turning channel 4 down.
2. Turn the device OFF.
3. Turn channel 2 back up.
4. Maybe insert the next CD you are going to play.