

Please keep the sound booth neat and tidy.

Thank you.



Snake Diagram

Organ – Sound Booth Snake (36 ch.)	Organ – Back Room Snake (20 ch.)
1	<i>Corresponds to wall panel in choir loft</i>
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17	1 (<i>Ambo – wireless</i>)
18	2 (<i>Deacon – wireless</i>)
19	3 (<i>Presider – wireless</i>)
20	4 (<i>front of choir loft</i>)
21	5 (<i>front of choir loft</i>)
22	6 (<i>front of choir loft</i>)
23	7 (<i>front of choir loft</i>)
24	8 (<i>front of Sanctuary steps by Mary</i>)
25	9
26	10
27	11 (<i>matrix mix 1</i>)
28	12 (<i>mains – right subwoofer</i>)
29	13 (<i>mains – left subwoofer</i>)
30	14 (<i>Aux 1 – singers’ monitor</i>)
31	15 (<i>Aux 2 – accompanist’s monitor</i>)
32	16 (<i>Aux 3 – second singers’ monitor</i>)
33	17 (<i>Aux 4 – Sanctuary monitors</i>)
34	18 (<i>remote switch</i>)
35	19 (<i>mains – right tweeter</i>)
36	20 (<i>mains – left tweeter</i>)

Amplifier Diagram

Amplifier No.	Channel No.	Provides power to...
1 (bottom) PROEL HPD 3000	1	<i>left tweeter</i>
	2	<i>right tweeter</i>
2 QSC PLX 3102	1	<i>left subwoofer</i>
	2	<i>right subwoofer</i>
3 QSC PLX 1104	1	<i>Narthex/exterior speakers</i>
	2	<i>Aux 3 – second singers' monitor</i>
4 QSC PLX 1104	1	<i>left satellite speaker</i>
	2	<i>right satellite speaker</i>
5 (top) PROEL HPD 3000	1	<i>Aux 1 – singers' monitor</i>
	2	<i>Aux 2 – accompanist's monitor</i>
	3	<i>Aux 4 – Sanctuary monitor</i>
	4	<i>Aux 4 – Sanctuary monitor</i>

Before Mass Begins

Be sure to...

- * turn the sound equipment on (find the switch on the rack labeled **START SEQUENCE**).
- * check the batteries in the ambo and the wireless packs for the presider and deacon. Make sure the batteries are charged and that they are present!
- * turn the ambo's wireless pack on (press and hold the button on top of the pack; the light will turn green).
- * check with the musicians to see which channels are in use.
- * keep the musicians' channels muted until all musical instruments (guitars, keyboards, basses, etc.) have been plugged in. This will prevent any unwanted noises.
- * keep the L-R masters unmuted.

After Mass Ends

Be sure to...

- * turn the sound equipment off (find the switch on the rack labeled **START SEQUENCE**).
- * turn off the wireless pack on the ambo. If the last Mass of the weekend just ended, remove the batteries and place them on the charger in the Sacristy closet.
- * keep the L-R masters unmuted.
- * log any opportunities.

Thank you.

Recording Instructions

Every homily needs to be recorded.

Before the first Mass of the weekend, insert a new CD into the recorder; allow it to load. The screen should indicate the disc is blank. If the device reports an error, try using a different disc; if it continues to report an error, ensure that the media you are attempting to use are CDs and not DVDs. If the booth does not have any CDs, please let a staff member know.

- (1) Press the **RECORD** button. When the device is ready to begin recording, the meter should light up, indicating that sound is coming into the device.
- (2) When ready to begin recording, press **PLAY**.
- (3) When finished, press the **STOP**.
- (4) After...
 - * *Saturday evening and Sunday morning Masses, leave the disc* in the recorder. We use one disc for the entire weekend.
 - * *the final Mass of the weekend, press the FINALIZE button. Click the spinwheel* to confirm that you wish to finalize the disc.
- (5) When finished, the disc will eject. Using a marker, **label** the disc with the date.