

Albuquerque Central S.D.A. Church



Audio/Visual/Streaming Sanctuary Startup & Shutdown Procedures

Mission Statement

“So then faith comes by hearing,
and hearing by the word of God.”

Romans 10:17

Vision Statement

Do our best to provide God with
the finest platform to spread His Word

Colossians 3:23 - Mark 13:10

Equipment Startup/Shutdown Procedures

Sanctuary Startup:

1. Turn on Right Room Mic and Right Instrument Mic
2. Ensure Monitor Speakers (x3) are properly plugged in
3. Turn on Piano Mic, Left Room Mic and Left Instrument Mic
4. Turn on Audio Booth Computer, rear wall monitors and projector
5. Turn on the first Multi-Outlet Switch (with switch at top)
 - a. Wait for all receivers to complete Power up

*** Notify Production Office they may begin Soundboard Startup**

6. Turn on the Sound Board
 - a. Wait for board to complete Power up
 - b. Load Quick Scene 6
 - c. (Optional) Turn off ALL Mutes using Mute Group “All Off”
 1. (Optional) Turn on the individual mute groups 1 – 6
7. Turn on the Second Multi-Outlet Switch (with switch at bottom)
 - a. Wait for 2 clicks (x2 amplifiers)
8. Turn on Main Speakers
9. Confirm inputs on all working channels and conduct Line Check.

Sanctuary Shutdown:

1. Turn off Main Speakers
2. Turn off Second Multi-Outlet Switch (with switch at bottom)
3. Load Quick Scene 6
4. Wait 5 seconds, turn off Soundboard and replace cover

*** Execute these steps after Live Stream Soundboard is OFF**

5. Turn off First Multi-Outlet Switch (with switch at top)
6. Turn off Right Room Mic and Right Instrument Mic
7. Turn off Piano, Left Room Mic and Left Instrument Mic
8. Shut down Audio Booth Computer, rear wall monitors and projector
9. When all equipment is stowed, close and lock Audio Booth door