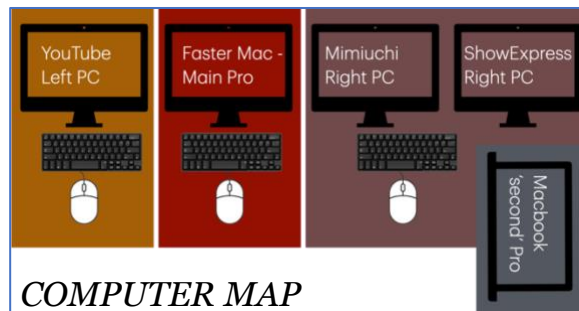


Sunday Morning Checklist Date _____

SOUNDBOARD

- Turn Soundboard on
- Soundboard master – confirm $\frac{3}{4}$ of the way up



LEFT PC

- Left PC ON (blue ring on tower turns on)
- Monitor should automatically display the YouTube interface on the screen

Faster MAC (Mini)

the computer itself is hidden (6 plugs matched to 6 holes in back must all be filled)

- Turn mini on
- Restart mini
- Select Propresenter app
- Turn off Pro App
- Select (**again**) Propresenter app
- Select the day's *playlist*
- Test yellow and blue sound macros (colored buttons at bottom right of ProPresenter) (should be able to mute /unmute **from ProPresenter**)

Occasionally the registration drops and you get a trial version with proresenter logo flashing on the TVs. Re-register ---**the number is on a note file on the desktop of the mini (registration is found on proresenter drop down menu "registration"**.



- Test camera macros (should be able to **change and move** cameras from ProPresenter)
- Step 1 – look for all four camera icons and select each



(1 cam - red, 2 cam -green, 3 cam - light aqua, 4 cam purple)
move cameras with ProPresenter, for example with cam 4, select "4R".

- If something puzzles you and does not work like you expect, do a hard restart by unplugging the "brain" and re-plugging, wait 1 minute, restart everything else and check again.

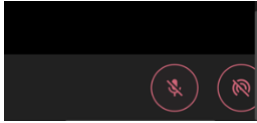
SLIDE ADVANCE Hopefully do not need to advance slides, but if you do, use faster MAC's spacebar

RIGHT PC

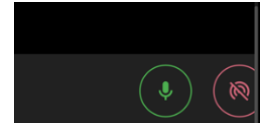
☐ Right PC ON (blue ring on tower turns on)

☐ Right PC **left screen**

Mimiuchi should automatically come up. If not, open browser and find website



Test the translator by unmuting a channel on the soundboard *and* unmute the little **red microphone to green**



Then talk loudly to unmuted mic to see the live text translation

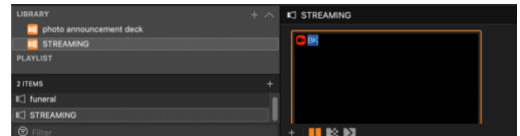
☐ Right PC **right screen** lighting controllers are on by default – if not, turn on “show express” from desktop icon –

Macbook

☐ Plug in Mac with two cords- power cord and internet.

☐ **Then** Restart Mac

☐ Select “STREAMING” from library and select the single slide



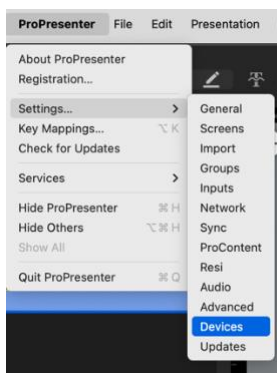
TVS

☐ check all TVS

sometimes the TV above the bell choir needs to be put to HDMI 1

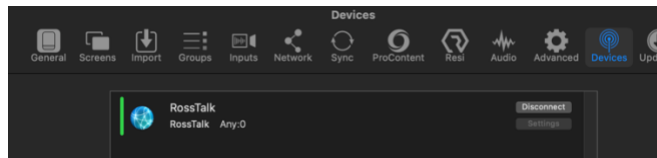
BACK TO Faster MAC AND Macbook

☐ @ 9:45am Always check---Faster Mac setting



ProPresenter menu pull down menu--- **settings,**

devices – you will “connect” ross talk for green line - check movement macros again



☐ @ 9:45am-ProPresenter Sound meter needs to be **BO^uncing** on top right windows of **BOTH MACS** To check - unmute choir channel on soundboard and shout! Literally *You need to see on the mac to the left side of the live video a sound meter bouncing green*

PHONE (any phone)

☐ Get a phone

☐ Once ProPresenter is sending signal to YouTube and YouTube is live Go to St. Timothy’s website click livestream link to get on YouTube - check for audio AND sound.

You should be ready