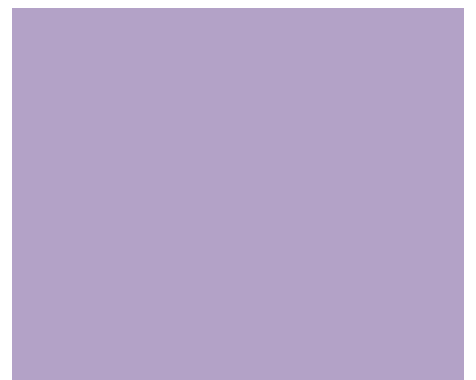


AV System Instructions

Lennox Community Centre



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All enquiries can be directed to Council's Community Spaces Team

Phone: 02 6687 6291

Email: communityspaces@ballina.nsw.gov.au

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ENTERING THE THEATRE

- Access the theatre through the glass doors
- To your left (east) side of theatre you will see the storage cupboards labelled – Microphone input, Behind the curtains - HDMI & MP3 input and the AV Store also behind the curtains.



AV Store

HDMI & MP3 Input

Microphone input

PROJECT COMPUTER ONTO SCREEN USING HDMI (FOR POWERPOINT PRESENTATIONS ETC)

- Open the projector and HDMI Cupboard, labelled PROJECTOR.
- Turn on the projector, the screen will drop down and the projector will take a minute or two to warm up.
- Turn on your computer and plug a HDMI Cable into the input on the wall
- You can adjust volume from here as well.



Volume Control



USING A MICROPHONE

- Access the microphones in the AV store at the south-east corner of theatre
- Each microphone will be in a black case pictured below
- Access the storage cupboard labelled *Microphone Input
- Use step ladder provided to plug in receiver
- Plug the XLR Cable to the receiver mic out and plug into wall mount
- Turn both the receiver and microphone on
- Adjust volume on the receiver
- If a second microphone is required repeat the above steps



XLR Plug

Power Point

Place receiver here



Microphone case

Park Lane Theatre AV Instructions



Microphone

XLR Cable

Receiver

Power Supply



Receiver

XLR Cable

Power Supply

PLAY MUSIC THROUGH AN MP3 PLAYER (IPOD ETC)

- Use the cable to play your music through your mp3 player, ipod, iphone etc...
- Adjust the volume on the wall



Volume Control