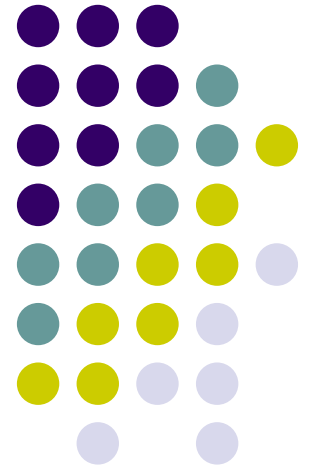


Speech Cabinet



F1-323

Recommend using
Maxell DVD+RW disks with this
equipment



Speech Room Cabinet



- Key Access:
 - Contact Laura Cashmer or Carol Baetz
- Equipment uses:
 - Record live presentations to DVD or VHS
 - Dub from VHS to DVD or visa versa



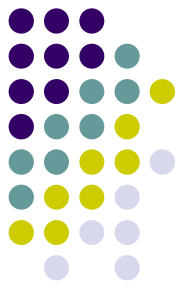


Turning on the Equipment

- Power strip (if not already on) located on the bottom shelf
- TV & DVD/VHS Recorder – use the remotes or the power button on the equipment



Turning on the Equipment



- Camera
 - Wall mounted
 - **Always on**
- Camera remote can be used to adjust
 - Pan/tilt
 - Zoom
 - Image (brightness)





Turning on the Equipment



- Turn on KMD powered mixer with white switch located on the back



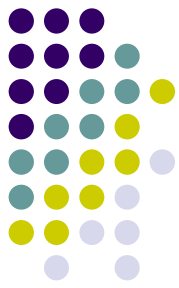
- Audio adjustments controls



Turning on the Equipment

- Turn on the Microphone Receiver
 - Look for green lights on the front of the receiver indicating volume levels
- Turn on the Microphone
- Clip on Body pack and Lavalier microphone





To Record

- Push the **DVD** button on the Sony remote if recording to a DVD (see list below)
- Push the **Video** button on the Sony remote if recording to a VHS tape
- Note: Mute the TV (or turn volume down to 0) when recording to avoid an echo





To Record

- Insert VHS tape or DVD (recommend using Maxell DVD+RW disks) into recorder
- Slide open the **VCR Plus** cover on the bottom portion of the remote for access to recording controls
- Push the red record button to begin recording



Slide the door down to open



To Play Back

- **VHS** – insert tape, push **Video** on the Sony remote and push **Play**
- **DVD** – insert tape, push **DVD** on the Sony remote and push **Play**



Turning off the Equipment



- Turn off the following:
 - TV
 - DVD/VCR Recorder,
 - Microphone & Receiver
 - KMD Powered Mixer
- Leave the power strip on!!!!

