**SOUND**

**PALM GROVE**

**Pre Service**

**☐** Turn on Stage Box

**☐** Turn on Sound Board

**☐** Turn on Amps

**☐** Prepare Mics (SL, WL, Preacher, Singers, MD)

**☐** Prepare extra batteries

**☐** Prepare House Music

**☐** Prepare Game Music (in event of game)

**☐** Check Mic Placements and Stage

**During Tech Run**

During VL check:

**☐** Ensure volumes and quality of channels

**☐** Adjust volume levels according to SD/SL’s direction

**☐** Test Channels:

* SL and Preacher
* WL
* Trax and Keys
* MD and Click
* Full Band

**☐** Test SL and Preacher Mic with the band

**☐** Test with monitors

**☐** Make sure can receive sound from GP

**During Worship Soundcheck**

**☐** Test WL mic

**☐** Full Band Test:

* Singers
* Drums
* AG
* EG
* Bass
* Keys/Synth
* MD
* Click
* Trax
* Whole Band

**☐** EQ sound

**During PSP/Service**

**☐** Mute TRAX computer during PSP

**☐** Change batteries for Mics and IEMs before countdown

**☐** EYES ON STAGE AT ALL TIMES

**☐** Turn on House Music (Lower accordingly – P&W, sermon, offering & altar)

**☐** Turn up GP computer during EA/other videos

**☐** Unmute VL channels after EA (when we connect) [VL non live site]

**☐** Make sure you can receive sound from live site [VL non live site]

**Post Service**

**☐** Once hall is cleared, turn off house music

**☐** Turn off mics and IEMS

**☐** Turn off Amps

**☐** Turn off Sound Board

**☐** Turn off Stage Box

**☐** Turn off all main switches

**☐** Put cloth back on soundboard

**☐** Clear soundboard area (throw away trash)

**☐** Tell SDs if running out of batteries

**SOUND**

**JACKSON SQUARE**

**Pre Service**

**☐** Turn on Stage Box

**☐** Turn on Sound Board

**☐** Turn on Amps

**☐** Prepare Mics (SL, WL, Preacher, Singers, MD)

**☐** Prepare extra batteries

**☐** Prepare House Music

**☐** Prepare Game Music (in event of game)

**☐** Check Mic Placements and Stage

**During Tech Run**

During VL check:

**☐** Ensure volumes and quality of channels

**☐** Adjust volume levels according to SD/SL’s direction

**☐** Test Channels:

* SL and Preacher
* WL
* Trax and Keys
* MD and Click
* Full Band

**☐** Test SL and Preacher Mic with the band

**☐** Test with monitors

**☐** Make sure can receive sound from GP

**During Worship Soundcheck**

**☐** Test WL mic

**☐** Full Band Test:

* Singers
* Drums
* AG
* EG
* Bass
* Keys/Synth
* MD
* Click
* Trax
* Whole Band

**☐** EQ sound

**During PSP/Service**

**☐** Mute TRAX computer during PSP

**☐** Change batteries for Mics and IEMs before countdown

**☐** EYES ON STAGE AT ALL TIMES

**☐** Turn on House Music (Lower accordingly – P&W, sermon, offering & altar)

**☐** Turn up GP computer during EA/other videos

**☐** Unmute VL channels after EA (when we connect) [VL non live site]

**☐** Make sure you can receive sound from live site [VL non live site]

**Post Service**

**☐** Once hall is cleared, turn off house music

**☐** Turn off mics and IEMS

**☐** Turn off Amps

**☐** Turn off Sound Board

**☐** Turn off Stage Box

**☐** Turn off all main switches

**☐** Put cloth back on soundboard

**☐** Clear soundboard area (throw away trash)

**☐** Tell SDs if running out of batteries

**SOUND**

**RUBIKON**

**Pre Service**

**☐** Turn on Stage Box

**☐** Turn on Sound Board

**☐** Turn on Amps

**☐** Prepare Mics (SL, WL, Preacher, Singers, MD)

**☐** Prepare Extra batteries

**☐** Prepare House Music

**☐** Prepare Game Music (in event of game)

**☐** Check Mic Placements and Stage

**During Tech Run**

**☐** During VL check:

**☐** Inform SD/SL if audio is okay

**☐** Adjust volume levels according to SD/SL’s direction

**☐** Test Channels:

* SL and Preacher
* WL
* Trax and Keys
* MD and Click
* Full Band

**☐** Test SL and Preacher Mic with the band

**☐** Test with monitors

**☐** Make sure can receive sound from GP

**During Worship Soundcheck**

**☐** Test WL mic

**☐** Full Band Test:

* Singers
* Drums
* AG
* EG
* Bass
* Keys/Synth
* MD
* Click
* Trax
* Whole Band

**☐** EQ sound

**During PSP/Service**

**☐** Mute TRAX computer during PSP

**☐** Change batteries for Mics and IEMs before countdown

**☐** EYES ON STAGE AT ALL TIMES

**☐** Turn on House Music (Lower accordingly – P&W, sermon, offering & altar)

**☐** Turn up GP computer during EA/other videos

**☐** Unmute VL channels after EA (when we connect) [VL non live site]

**☐** Make sure you can receive sound from live site [VL non live site]

**Post Service**

**☐** Once hall is cleared, turn off house music

**☐** Turn off mics and IEMS

**☐** Turn off Amps

**☐** Turn off Sound Board

**☐** Turn off Stage Box

**☐** Turn off all main switches

**☐** Put cloth back on soundboard

**☐** Clear soundboard area (throw away trash)

**☐** Tell SDs if running out of batteries