Opening the Auditorium

LIGHT BOARD

1. Remove cover
2. Turn on power switch behind the right corner of the back of the board
3. After board has booted up, slide slider #10 up to the top
4. Push the slider #9 button 1 time
5. With the mouse, double click on the right side of the screen “Recital”

(Troubleshoot)
There is a possibility that a different #5 may appear if someone has used a different light setting previously to shutting the system down. If “Recital” is not available then do the following steps:

1. With the mouse, click on the Option icon at the bottom left hand corner of the screen
2. At the top of the menu click on “Open a saved show”
3. Double click on “_Recital”
4. Follow step #5 from above

SOUND BOARD

1. Remove cover
2. Turn on power switch behind the left corner of the back of the board
3. Go backstage to the sound cabinet and turn on the Red power switch after opening the door
4. Return to Sound Board and unmute the two buttons below the Yellow Main displays

Shutting Down the Auditorium

SOUND BOARD

1. Go backstage to the sound cabinet and turn off the Red power switch after opening the door
2. Return to the booth and press and mute the two buttons below the Yellow Main displays
3. Go to the upper right command screen and press the Red Power Down button
4. Select Yes when the Power Down? Screen appears
5. Once “It is now safe to power off your GLD” appears turn off the power switch on the back of the board
6. Replace cover

LIGHT BOARD

1. With the mouse, click on the Option icon at the bottom left hand corner of the screen
2. Click on the Red Shutdown button
3. Click on the YES option
4. Once screen has registered “no signal” (15-20 seconds) turn off the power switch on the back of the board
5. Replace cover
LIGHT BOARD
(turn on)

#01 Remove Cover
#02 Turn on *Power Switch* (located behind the right corner of the back of the board)
#03  After board has booted up (15-20 seconds), slide slider #10 up to the top
#04  **Push** the *slider #9* button 1 time (the slider will run up & then back down)
With the mouse, **double click** on the right side of the screen “Recital”
Trouble Shoot when *Recital* is not the option:

#1 With the mouse, click on the *Option* icon at the bottom left hand corner of the screen.
#2 At the top of the menu click on “Open a saved show”
#3 Double click on “_Recital”
With the mouse, **double click** on the right side of the screen “**Recital**”
LIGHT BOARD
(Shutdown)

#01 With the mouse, **click** on the *Option* icon at the bottom left hand corner of the screen
#02  Click on the Red Shutdown button
#03  Click on the Yes option
Once the screen has registered “no signal” (15-20 seconds) **turn off** the **power switch** on the back of the board.
SOUND BOARD
(turn on)

1. Remove *cover*
2. Turn on power switch behind the left corner of the back of the board
3. Go backstage to the sound cabinet and **turn on** the **Red power switch** after opening the door.
4. Return to Sound Board and **unmute** the two **Red buttons** below the **Yellow** Main displays
SOUND BOARD  
(Shutdown)

1. Go **backstage** to the sound cabinet and turn **off** the Red *power switch* after opening the door
2. Return to the booth and **press and mute** the two **buttons** below the **Yellow Main displays**
3. Go to the upper right command screen and press the Red Power Down button
4. **Select Yes** when the “Power Down?” Screen appears.

It is now safe to power off your GLD.
5. Once “It is now safe to power off your GLD” appears turn off the power switch on the back of the board.
LIGHT BOARD
&
SOUND BOARD
OPERATION

Turning On
&
Shutting Down the Systems

Appendix
Operating the Projection System
Projection System
(Turning on)

#01 Uncover the Crestron Screen and touch the top right button
Procedure to use the Side Screens ONLY

#02 Touch “Start Video Presentation” to use the side screens only
#03 Touch “Yes” to also lower the side screens

#04 Select “Cancel” to avoid shutting down the system
#05 Touch “Settings” in the bottom right hand corner of the Crestron Screen

#06 Enter the passcode 1 2 3 4 & then touch “Enter”
#07 Touch the blue “Center Projector Power” button to mute the center projector.

#08 When it turns gray push the “Center Screen Up” button found directly below the “Center Projector Power” button.
#09 Click the “Exit” button to return to the original screen
#10 Touch any of the top “Available Choices” that you want to use as your source and then touch the Projector display below it “Available Destinations” so that it will be displayed by the appropriate projector.

Corresponding screens on the monitor

The top left screen is the attached PC’s desktop
Projection System

(Shutdown)

#01 Touch “Shutdown” at the bottom left hand corner of the Crestron Screen

#02 Click “Confirm” to shut off the system

#03 To turn off the Insignia Monitor push the power button on the Insignia remote