# VIDEO ROOM INSTRUCTION MANUAL FOR EQUIPMENT

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Monitor speaker. Plays what is heard in the class room.

Desk top microphone utility amplifier.

Pioneer Digital Recorder. Called a Remount control or front panel.

TOA amplifier/mixer. Amplifies control volume of microphone in class room.

Master power strip with master power switch.

Time data generator. Puts time stamp onto video. Resets if shut off.
Video Recording System A Instructions

Joystick and Camera Operation

1. To turn camera power on*
   On the joystick control panel push and hold down power button, press button number one at the same time while holding down power button.
   Note: The light will turn green when camera is on.

2. To move camera*
   Push joystick left to go left, right to go right, up to go up and down to go down. To zoom in or zoom out twist the top of the joystick.
   Note: The camera will automatically focus.

3. To set presets on camera*
   On the joystick control panel push and hold the preset button then press position number 1-6.
   Note: This position will be stored in memory.

4. This button is used for changing settings*

5. This button is for automatic or manual focusing*
Pioneer Digital Recorder and Monitor

1. **Drive Select button and Indicator lights***
   Push the Drive Select button until you pick the drive you want to record on. The digital recorder has 3 drives: two are recordable drives DVD1 & DVD2 and the 3rd is a hard drive HDD.
   Note: When light is lit that indicates what drive you will be recording on. You can record on both DVD drives at the same time.

2. **To Record/Stop and Play***
   a. To record a video press the REC button.
   Note: Shows what track you're recording on.
   b. To stop a recording press the STOP button.
   c. To play a recording. Push PLAY then select track.
   Note: Push the Scan/Skip button to select the track you recorded on.

3. **To adjust the volume on ceiling mics***
   The volume of the ceiling mics can be adjusted from the front of the TOA Amplifier.
   Note A: The master volume control on TOA Amplifier is not used in this system and will not affect recording in any way.
   Note B: Adjusting the volume of these mics, with the door to the recording room open & the monitor speaker on may result in feedback that can damage equipment. Care should be taken to avoid adjusting this volume near max with the recording room door open.

4. **Monitor speaker***
   The monitor speaker is used to monitor the audio that is being recorded (at the rack).
   Note A: The volume control knob on the monitor speaker does not affect the recording level and is for your hearing only.
   Note B: Adjusting the volume on the monitor speaker too loud, with the door to the recording room open may result in feedback that can damage equipment. Care should be taken to avoid adjusting this volume near max with the recording room door open.
5. **The display button is for viewing system settings**
The display button has 3 pages to view.
   a. Page 1 is for recording settings.
   b. Page 2 is for system settings.
   c. Page 3 is for camera view settings.

6. **To remove a recording**
Press the function button. The menu will show on the monitor. Use the arrows to navigate through the different functions on the monitor.
Note: Editing and advanced functions can be accomplished in the function menu.

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**Video Recording System B Instructions**

**Talk back to class microphone and amplifier**

1. **To talk on desk top microphone and to adjust volume**
Push button, then talk into microphone.
Note: You can lock talk button by pushing down and out. The sound comes out of one speaker in front center of the class room.
Camera in class room that joystick controls.
Microphone in class room for recording.
Joystick control panel for camera.

Monitor shows image from camera and what's being recorded.

Desk top microphone to talk to class from recording room.

Remote control for camera in class room.