1) Unlock Cabinet (cabinet is flush with LH side of organ).
There is a combination lock on the left hand side of white cabinet door. Picture 1.1

38 08 22

turn the dial 3x Right, then stop at first number (38).

Turn to L, once past 2nd number, then stop at 2nd number (08).

Then R to final number (22).

The lock sticks somewhat.

1a) There is an additional lock, inside the cabinet, for the RH door. It is at the lower LH inside corner of this door. Picture 1.2.





Picture 1.1 Picture 1.2

2) Computers are located inside the computer bag on shelf. Pictures 2.1 Bring computers over to card table.





Pictures 2.1

3) Tripod (camera is attached!) is located on another cabinet shelf. Picture 3.1.



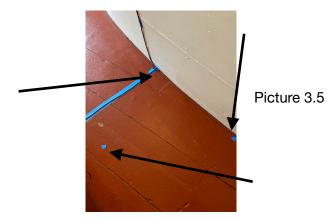
- 3a) Extend tripod legs by turning knobs, pictures 3.2,3.3, 3.4.3b) Align tripod on the 3 blue pre-marked tapes on floor. Picture 3.5



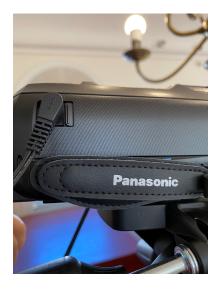




Picture 3.2 Picture 3.3 Picture 3.4



- 4) Camera Plug in camera power cord. Picture 4.1.4a) Open Viewer Door. Picture 4.2.
- 4b) Turn on power. (Lowest button, far left corner.) Picture 4.3.



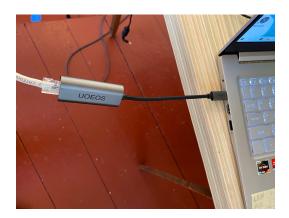




Picture 4.2 Picture 4.3 Picture 4.1

## 5) Connect LAPTOP 1

Attach Ethernet Cable via Hub (black) to Laptop. Picture 5.1 Plug in computer power Cord (yellow), HDMI cable (orange) and USB to ATEM cable (red) to Laptop. Picture 5.2







Picture 5.2

## 5c) Attach HDMI cable to camera. Picture 5.3



Picture 5.3

## 6) Connect Laptop 1 and ATEM Switcher





- 7a) Turn on LAPTOP 2 (gray).7b) Attach 1/8 cable into headphone jack into right side of computer. (brown) Picture 7.1



Picture 7.1

7c) Attach HDMI cable (purple) and power cable (gray) to left side of computer. Picture 7.2



Picture 7.2

## **PUTTING EQUIPMENT AWAY.**

Put away camera, tripod, two laptops in the white cabinet and lock it up. LEAVE the ATEM switcher and all the wires/cables out and on/around the table. Preferably, cover the table with a cloth. Leave the binder OUT—unless you have memorized the combo for the lock on cabinet, haha!