

# Tech Director NewLife NWA

weekend

- ☐ Make sure the overflow room projector, mom's room TV, and all Screen cloud Screens in building are turned on and operational.
- ☐ Turn on the Video Wall, Hazer, and Moving Lights. Then Soundboard, Lighting Computer, Graphics Computer, ATEM and Broadcast audio. Also the Furman at RU21 and the rackrider at RU42 in the rack.

## Building Checklist

### ProPresenter Checklist

- ☐ check all timers
- ☐ check all stage display actions
- ☐ check all audience look actions
- ☐ check all audio/audio routing on videos
- ☐ check scripture/points/images for sermon
- ☐ Check the Light integration for appropriate Transitions

### Broadcast Setup Checklist

- ☐ go to studio.resi.io
- ☐ look at Sceduling, are the appropriate times and days set? Look for two types of events one is the broadcast>NewLifeOnline! and the other is for our video venue NewLife Virtual Services. Both occur on Saturdays Sunday we also will have a Virtual Service when Pastor is at RC.
- ☐ (Saturday) Check to see that Descriptions are placed into Resi goto studio.resi.io Schedule>Calendar Event (select day and correct event NewLifeOnline!)>Destinations>If needed Edit Stream to web and social media(both YouTube & Facebook)
- ☐ Once Encoder is started (SAT 1:00 PM for the Virtual Services and 4:30 for Broadcast. Sun 7:00 AM ) go to Schedule>Calender select the current event > Watch> hit play, is there video?audio? remember audio on the virtual services only comes through Pastors Mic.
- ☐ Is there an SSD in Hyperdeck Left Slot? if Saturday format it otherwise Hit Recordbeforepreservice video starts usually 4:58 PM.

### Video Checklist

- ☐ Make sure ATEM is up and running.

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