

# Tech Director NewLife NWA

weekend

## 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

## Broadcast Checklist

- go to control.resi.io
- look at Sceduling, are the appropriate times and days set?
- (Saturday) put Descriptions into Scheduling>Calendar Event>Edit Scedule>Edit Web Event>Edit Stream to social media(both YouTube & Facebook)
- Once Encoder is started (12:30 Sat 9:45 Sun) go to Events>Encoder Events>Actions ... > Watch> hit play, is there video? audio?
- Make sure ATEM Mini has 1 Video lit Red before go time
- is there an SSD in Ninja Blade ( needs to be the one marked S, it's the only "compatible drive") if Saturday format it otherwise Hit Record
- Broadcast Audio, have broadcast audio engineer hit Record on X32

## Video Checklist

- go to Silver Laptop near ATEM Mini and load ATEM software
- go to Connection> select ATEM Studio Pro>connect then go to File>Restore>Desktop>ATEMCameraSettingsRestore
- go to Connection> select ATEM Mini>connect
- open Bomes and minimize it, now on ATEM Software select VID in program (red) and select LIVE in preview (green)

## Building Checklist

- make sure overflow projector, mom's room TV, Atrium TV/Speakers are on (after practice)
- Start Sonos
- start RTI Control turn system on