



Bunnik Ballroom Presentation System

ICE Design
Integrated Communication Environments



Bunnik Ballroom Presentation System

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Introduction

The Ballroom at Bunnik House has a sophisticated video and audio presentation system. It is operated by a wireless AMX Colour Touch Panel. The touch panel controller is intended to be intuitive to use. The control panel beeps when it recognizes a command, so the operator can proceed with confidence.

These operating instructions will give further insight into the multitude of possible configurations. With some familiarization and a little patience, most people should be able to master using the presentation system without too much difficulty.

The capabilities of the system include:

- Providing background or foreground music;
- Projecting live or recorded video and television events;
- Projecting PowerPoint, Keynote and computer presentations;
- Providing voice amplification for presenters or MC's.

The program sources for the presentation system include:

- Blu-ray, DVD and CD's plus USB drives via a player in the equipment rack ;
- Foxtel satellite and free to air television broadcasts;
- Apple TV, internet, iPod and MP3 music players;
- In-house computer in equipment rack;
- Guest laptop computers in the auditorium;
- Hand held wireless microphones;
- Lapel wireless microphone;
- Other professionally connected audio visual equipment.

The presentation system comprises:

- High brightness, high definition (WXGA 1280 x 800) projector with large 3.8m wide, 16:10 widescreen ratio projection screen;
- High performance loudspeakers with controlled dispersion for high intelligibility and music quality;
- Lighting control for house lights, spot lights and accent lighting;
- Equipment rack housing components on stage;
- Confidence monitor on the equipment rack to see what is on the projection screen (via its DVI input) or the rack computer (via its VGA input);
- Storage drawer in the equipment rack for accessories, patch cables, microphones, etc;
- Patch points in floor traps in the auditorium;
- Wireless touch panel remote control to operate all functions, including room lighting.

Note that these instructions are general in nature and will probably become out of date as the system evolves. None the less, reading these instructions will give the user a good understanding of the general principles of operation and troubleshooting.

There are many types of media content and many media players connected to the system. Because of the myriad of technology developers and content standards, not all content is guaranteed to play as expected. This is not necessarily the fault of an individual piece of equipment or the content, be it a disc, USB or computer file.

For important events, it is strongly advisable to rehearse and test all presentations in advance of the event, to ensure that all content plays as expected. It may be necessary under some circumstances to re-author content in a different format in order to get it to play, and time needs to be left available to do this.

Further information on the capabilities of the individual content sources is available in the respective user manuals, and in Adobe Reader format on the house computer. See the "AV System" folder on the desktop of the "in-house" computer installed in the equipment rack.

Basic Operations

The presentation system is operated by a proprietary AMX wireless touch panel. In order to keep the controller's batteries charged and the controller in a logical place for operating the room lights, it is kept in a wall dock near the entrance doorway.

Pressing the Light button on the touch panel switches on or off the ballroom lights. This button actually recalls the standard lighting preset called **DEFAULT**, for everyday use. To adjust the default lighting see: Controlling Lighting on page 21.



Releasing the control panel

Once placed within the Wall Charging Station, the touch panel remains secured until unlocked. To release the touch panel from the Wall Charging Station:

1. Press the Security Release button.
2. A keyboard opens on the touch panel. Key in the password (2358) in the keypad and press Done.
3. Wait for the Wall Charging Station to pivot the touch panel away from the wall.
4. The device will remain in the ejected position until the touch panel is removed. Wait until the device's ejection door has completely withdrawn before re-installing the touch panel.



Turning on the System

Press the yellow airplane button to power up the system and embark on your voyage.

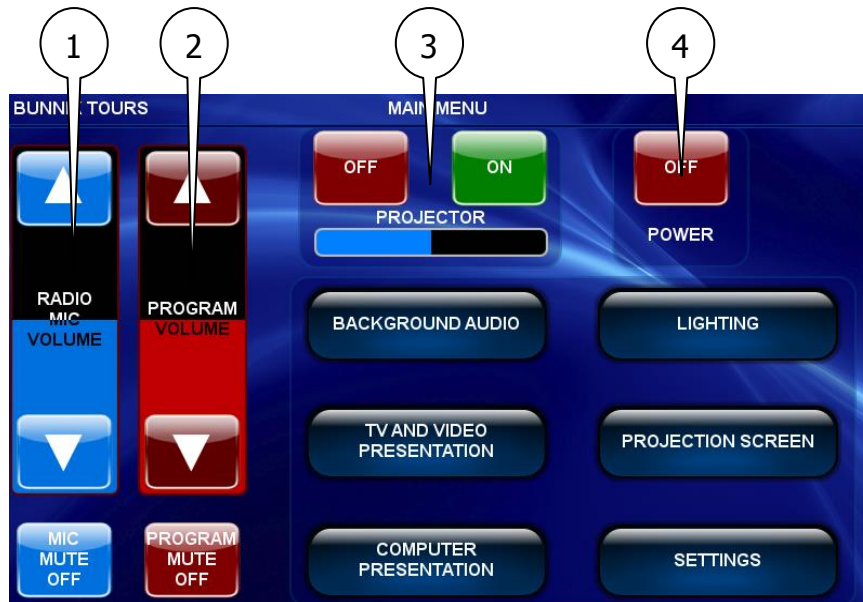


This will take you to the main menu page, as indicated in the title bar at the top of the screen. Some equipment will become active in the equipment rack on stage, but not much will appear to happen just yet.



The **MAIN MENU** is where you choose an activity, such as adjusting lighting or setting music playing. You can always navigate back to this by pressing the **BACK** button, which appears in the top right hand corner whenever you navigate away from this page.

The six large navy buttons to the lower right open new menu pages with additional options, which will be covered in subsequent sections. First let's explore this page's four control sections:



1. Radio Microphone Volume

- Adjust the volume of radio microphones by pressing the up or down buttons
- The bar graph in the middle of the control shows the relative setting
- Use the **MUTE** button to turn off the microphones completely
- Press the **MUTE** button again to turn them back on

2. Program Volume

- Adjust the volume of television, music or video audio by pressing the up or down buttons
- The bar graph in the middle of the control shows the relative setting
- Use the **MUTE** button to turn the program audio off completely
- Press the **MUTE** button again to turn the program audio back on

3. Projector Control

- Press the projector **ON** button to turn on the projector
- Press the projector **OFF** button to turn off the projector

Note that when first turned on, it takes some time for the projector to warm up - the status bar indicates progress. The **VIDEO MUTE** button found on other pages can be used to leave the screen blanked but with projector at the ready.

4. System Power

- Press the **OFF** button to put the presentation system to sleep

Remember to return the touch panel control to its dock near the front door!

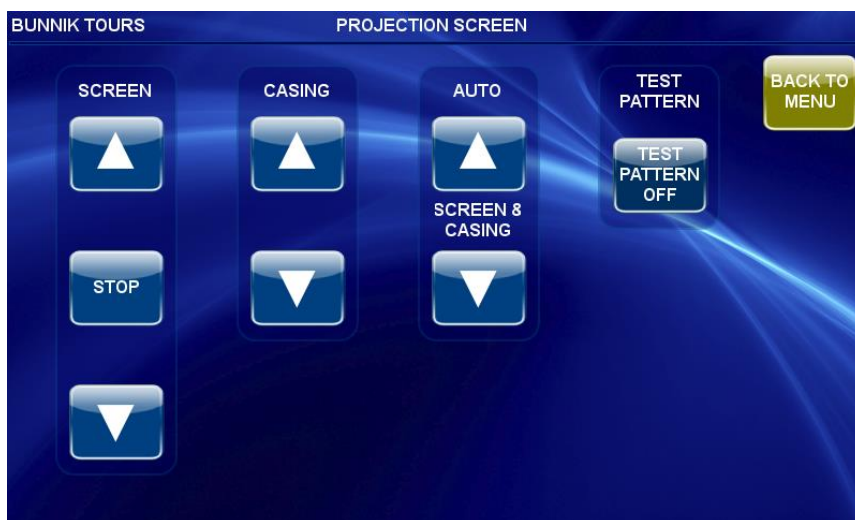
Lowering & raising the projection screen

For safety reasons, the screen does not lower automatically. Always ensure that the area below the screen is free of people and obstructions before operating the screen.

The projection screen is stored in a canister above the stage. When lowering the screen, both the screen surface and the casing are lowered. The screen surface is always unwound fully from the casing, and the casing position is set to get the screen to the desired height for the presentation.

Most commonly the screen will be set to its lowest position, unless the stage is being used, and then the screen would normally be set about two meters above the stage level for head clearance.

To go to the control page for adjusting the screen press the **PROJECTION SCREEN** button.



To lower the screen to its lowest position, press the down arrow in the **AUTO** frame. This will cause both the casing and the screen to lower simultaneously and stop at a position about 50 cm above the stage level, which is the lowest position that the projector can be set to.

You can stop the screen movement instantly with the STOP button.

To set the screen at a different height, use the **CASING** up and down arrows until the height is suitable for the presentation.

To retract the screen temporarily and have it return to exactly the same preset height, use the **SCREEN** up and down arrows only.

To fully retract the screen at the end of a presentation, press the up arrow in the **AUTO** frame. Both the screen and casing will fully retract and stop automatically in the storage position.

Once the screen is positioned, it may be necessary to adjust the projector registration so that the image is correctly positioned on the screen. This is a simple operation covered in the section "Adjusting the projector" which is after the next section "Turning on and off the Projector."

Alternatively, if you are returning the screen to a previously used position, it is helpful to use the projector's test pattern for setting the screen height and can be turned on or off on this page (note that the projector must already be on to see the test pattern).

Return to the main menu page by pressing the **BACK TO MENU** button.

Turning on and off the projector

For reasons of practicality in operation, equipment life and power consumption, the projector does not operate automatically.

On the **MAIN MENU** page, you can see the red and green projector **ON** and **OFF** buttons. (Return to the **MAIN MENU** page using the **BACK** buttons, if necessary.)

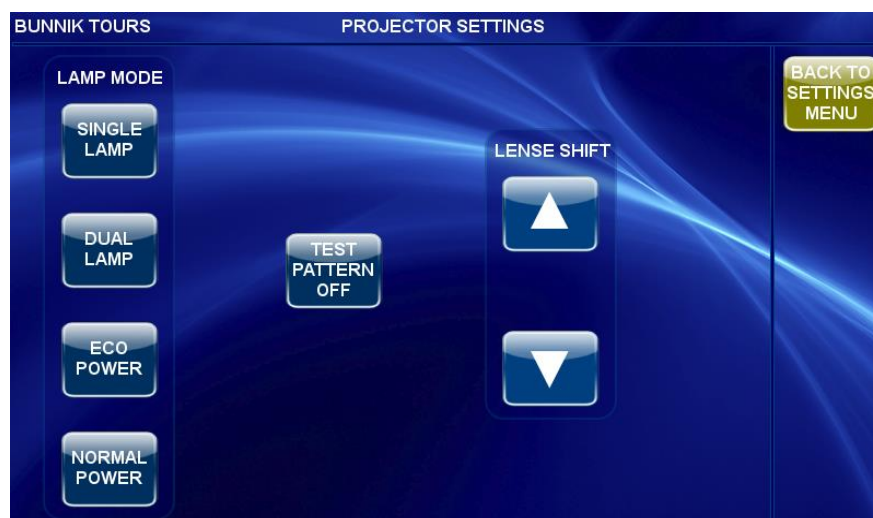


Underneath the buttons is a bar which gives status information about the projector, namely whether it is on or off, or in warm up or cool down mode. During warm up and cool down, the projector will ignore commands from the control panel to protect the life of the projection lamps.

Press the green **ON** button to start the projector. Note that it will take a minute or two before an image appears on the screen. Once an image is visible, proceed to the next section to line up the image with the screen. Use the **OFF** button to turn off the projector. Note that the projector will also turn off when the system is turned off.

Adjusting the projector

To make adjustments to the projector's brightness or image position, press the **SETTINGS** button, followed by the **PROJECTOR SETTINGS** button.



Screen Position

The projector's image can be raised or lowered to match the required screen height. A test pattern is available to ensure the image registers correctly.

To adjust the picture to suit the screen height, first turn on the projector and test pattern, then use the up and down **LENS SHIFT** arrows to position the test pattern exactly into the screen borders. When finished, turn off the test pattern.

Brightness

The projectors' brightness can be adjusted to suit ambient light levels. There are two lamps, which can be operated separately or together, and there are two power levels, **NORMAL** or **ECO**, giving a total of four possible brightness levels.

The differences in brightness are incremental and the change in brightness may not be instantly obvious.

Note also that going from dual to single lamp mode means turning off a lamp. That lamp will go through a cool down cycle before the projector will allow the lamp to be turned back on. You will not be able to select the dual lamp mode again until after the cool down period has expired.

As a guide, presentations in during the day time will probably require both lamps at normal power, whilst for presentations in the evening, ECO power may be sufficient. Where the projector is used in atmospheric lighting such as for a party, a single lamp may be sufficiently bright.

Select the required brightness using the **LAMP MODE** buttons, in order from dimmest to brightest:

1. SINGLE LAMP ECO POWER
2. SINGLE LAMP NORMAL POWER
3. DUAL LAMP ECO POWER
4. DUAL LAMP NORMAL POWER

Return to the main menu by pressing the **BACK** button twice.

Storing the screen and turning off the system

Note that the screen does not automatically retract when powering down the system. Please store the screen if required before powering down the system.

For safety reasons, the screen does not retract automatically. Always ensure that the area below the screen is free of people and obstructions before operating the screen.

Press the **PROJECTION SCREEN** button to go to the control page for adjusting the screen.

To retract the screen, press the up button in the **AUTO** frame. This will cause both the casing and the screen to retract fully and stop in the storage position.

To power down the system, return to the main menu page by pressing the **BACK** button. Press the **POWER OFF** button. The control panel will ask for confirmation. Press the **YES** button to power down, or the **NO** button to cancel and return to the main menu.

If confirmed, the system will power down. Note that the projector will also turn off, if it was on. You will not be able to power up the system again until it has finished a full power down cycle. This may take a few minutes.

Playing background or foreground music

The presentation system offers many ways to play music at either low or high volumes. In addition, the soundtrack can be selected independently of a projected video program.

It is not necessary to have the projector on to play a background audio program. However, where a program source is controlled by menu navigation, either the projector or the confidence monitor (at the equipment rack) will need to be on so that the menus can be viewed.

To listen to an audio program different to the one associated with the selected video program choose the visual content first, then the audio content. Adjustments to the background audio program do not affect the selected visual source.

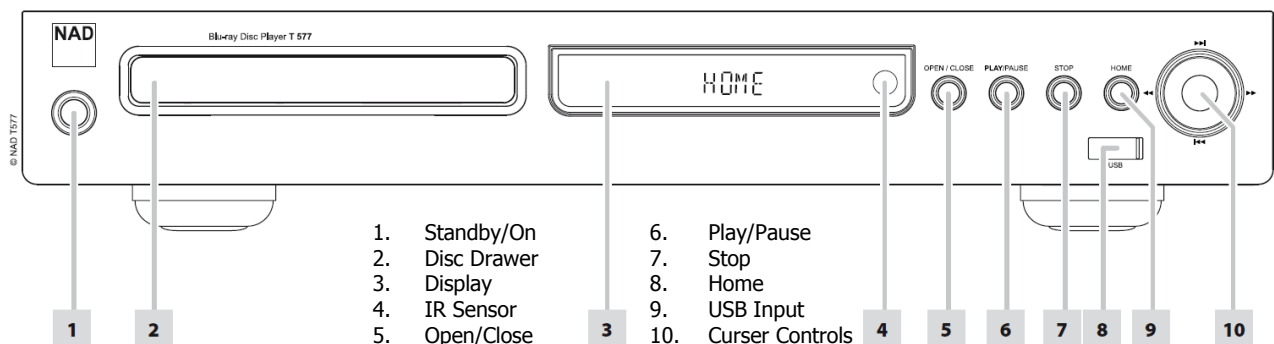
Playing CD and MP3 discs and USB drives

The equipment rack is provided with a Blu-ray Disc player, which can play Audio CD and MP3/WMA formatted recordings on CD-R/RW, DVD±R/RW, BD-R/RE discs or USB flash drive.

To use the Blu-ray player to play a disc or USB drive, select **BACKGROUND AUDIO** from the main menu screen on the controller, the volume to **SOFT**, **MEDIUM** or **LOUD** using the volume **PRESETS**, and then select **BLU-RAY AUDIO**.

Note that the red bar graph on the **PROGRAM VOLUME** up and down controls indicates the volume setting. You can also make fine adjustments to the volume with the up and down arrows.

Locate the disc player in the middle of the equipment rack and either open the disc drawer with the OPEN button on the front panel to insert a disc, or plug a USB drive into the front panel's USB input (right hand side). Close the drawer after inserting a disc.



Press OPEN/CLOSE **5** to open drawer **2** to insert a Blu-ray, DVD disk, or insert a USB into slot **8**

CDs will start playing automatically. For other content, you will need to be able to see the player's menu on either the confidence monitor (at the equipment rack) or the projection screen. To use the confidence monitor it must be switched on and its input selected to DVI.

To see the player's main menu press the HOME button, either on the front panel or control panel. Note the player's menu (shown below) appears on the monitor or projection screen, not on the control panel.



Using the cursor controls to navigate, highlight the Music icon and select by pressing the **ENTER** on the control. A list of folders, tracks or files is shown on screen.

Navigating with the cursor controls and **ENTER** button, highlight a track or file and press **ENTER** to start playback. Press the **RTN** button to go back a step, or the **HOME** button to return to the start.

You can also use the coloured buttons for navigation following the onscreen instructions. The coloured buttons are accessed by pressing the **EXTRA CONTROL** button on the control panel. Use the **BACK** button to return to the player's main control page.

Apple AirPlay for iPhones, iPods and iPads

The equipment rack is provided with an Apple TV media player, which allows content to be streamed from compatible AirPlay devices such as iPhones, iPods and iPads (iOS V4.2 onwards). To connect other devices such as MP3 players via an auxiliary audio jack, see Advanced Operations - Connecting external sources.

To use the Apple TV player, select **BACKGROUND AUDIO** from the main menu screen on the controller, preset the volume to **SOFT**, **MEDIUM** or **LOUD** using the volume **PRESETS**, and then select **APPLE TV**.

The red bar graph on the **PROGRAM VOLUME** up and down controls indicates the volume. You can also make fine adjustments to the volume with the up and down arrows.

To stream content via AirPlay, a compatible player must be connected to the Bunnik06 wireless network.

Use the AirPlay compatible device's Network Settings menu to configure the wireless network. You will need to know the network password to be able to connect. Once configured, your device can automatically connect each time you are nearby. (If your device is configured to connect to more than one of the Bunnik wireless networks, you may need to manually select the correct network for AirPlay to become available.)

The network password at time of publishing is: **Ballroom888**

To play an audio program from an AirPlay compatible player, launch its iPod application and navigate to the playlist you wish to play. Adjacent to the transport controls on the player, select the AirPlay button. From the pop-up menu that appears, choose Bunnik Ballroom to send the program to the system.



Use the player's controls to adjust or alter the playlist. You can also use the player's volume control to control the volume remotely. Note this menu appears on the player, not on the system's control panel.

Digital Radio from Free To Air Digital Television

The equipment rack is provided with a DVBt High Definition Digital TV receiver and recorder, which allows some limited digital radio content to be received. The available programs are SBS Radio 1 on Ch 38, SBS Radio 2 on Ch 39, ABC Dig Music on Ch 200, and ABC Jazz on Ch 201.

To use the TV receiver for digital radio, select **BACKGROUND AUDIO** from the main menu screen on the controller, preset the volume to **SOFT**, **MEDIUM** or **LOUD** using the volume **PRESETS**, then select **TV FREE TO AIR AUDIO**.

On the Digital TV control press the **TV-RADIO** button to select digital radio. Use the up and down arrows to change the channel. The channel number will be displayed on the front of the TV receiver in the equipment rack.

The red bar graph on the **PROGRAM VOLUME** up and down controls indicates the volume. You can adjust the volume with the up and down arrows.

Foxtel Television music channels

The equipment rack is provided with a Foxtel iQHD receiver, which provides access to many music channels. To use the Foxtel iQHD receiver for digital radio, select **BACKGROUND AUDIO** from the main menu screen on the controller, preset the volume to **SOFT**, **MEDIUM** or **LOUD** using the volume **PRESETS**, then select **FOXTEL**.

On the Foxtel control use the channel up and down buttons to choose the desired channel. The channel number will be displayed on the front of the Foxtel iQHD box in the equipment rack. Music channels are in the range 801 to 942.

Viewing Video, Picture or Television Content

The presentation system offers many ways to play video content.

It is not necessary to listen to the audio associated with the video program. To listen to an audio program different to the one associated with the video program set up the audio playlist first, then choose the visual content, before going back and changing to the desired audio source. Selecting a background audio program does not affect the visual source, only audio.

On the main menu page, press the **TV AND VIDEO PRESENTATION** button. Here you can choose a program source for a television or video presentation.



Playing Blu-ray, DVD and VCD discs and USB drives

The Blu-ray Disc player can play many commonly used movie file formatted recordings on CD-R/RW, DVD±R/RW, BD-R/RE discs or USB flash drive.

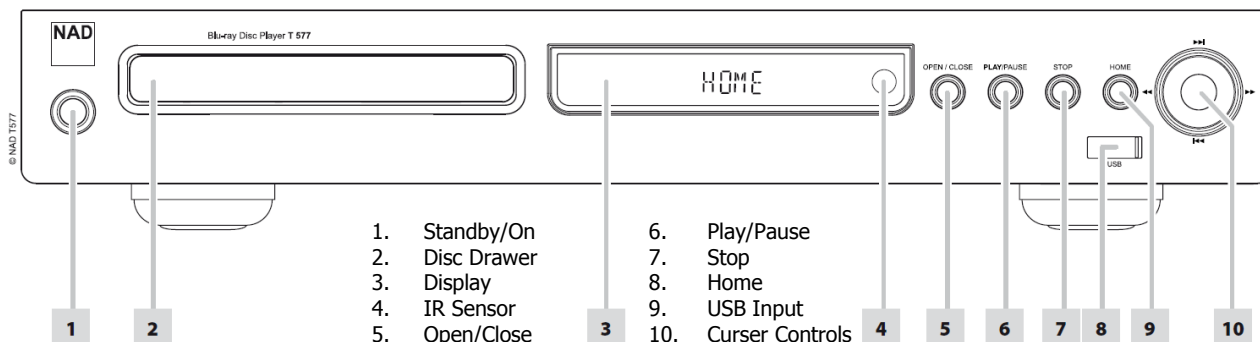
To use the Blu-ray player to play a disc or USB drive, select **TV AND VIDEO PRESENTATION** from the main menu screen on the controller and then select **BLU-RAY**.



On this page you have the basic disk player functions and direct access buttons for:

- Microphone volume and program volume;
- Video Mute (screen blanking);
- Lighting control page; and
- Extra disk player buttons page for other player functions.

You can also use the original disk player remote control, but only when pointing it at the player in the rack.

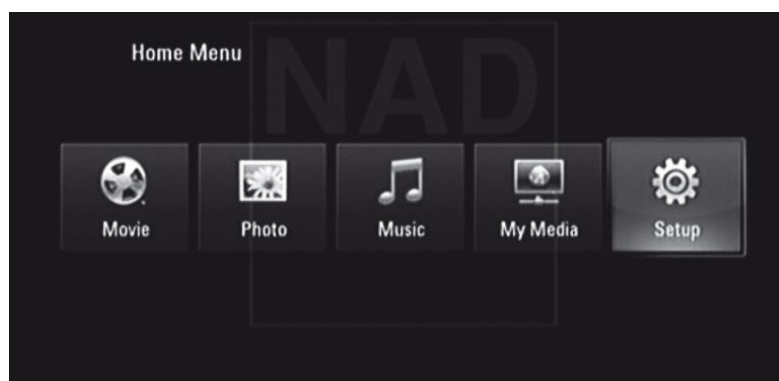


Press OPEN/CLOSE **5** to open drawer **2** to insert a Blu-ray, DVD disk, or insert a USB into slot **8**

To play a video program, locate the disc player in the middle of the equipment rack and either open the disc drawer with the OPEN button on the front panel, or plug a USB drive into the front panel's USB input (right hand side). Close the drawer after inserting a disc.

Some discs will start playing automatically. For other content, you will need to be able to see the player's or disc's menu on either the confidence monitor (at the equipment rack) or the projection screen. To use the confidence monitor it must be switched on and its input selected to DVI.

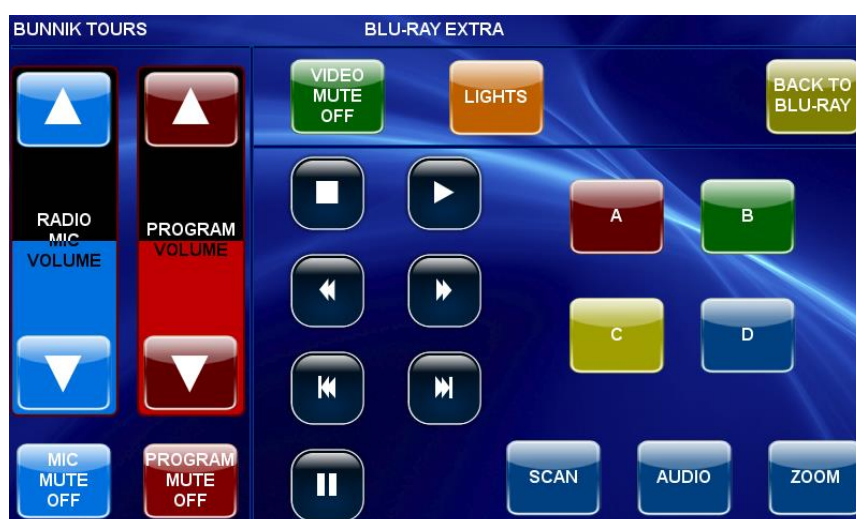
To see the player's main menu press the HOME button, either on the front panel or control panel. Note this menu appears on the monitor or projection screen, not on the control panel.



Using the cursor controls to navigate, highlight the Movie icon and select by pressing the **ENTER** on the control. A list of folders, movies or files is shown on screen.

Navigating with the cursor controls and **ENTER** button, highlight a movie or file and press **ENTER** to start playback. Press the **RTN** button to go back a step, or the **HOME** button to return to the start.

You can also use the coloured buttons for navigation following the onscreen instructions. The coloured buttons are accessed by pressing the **EXTRA CONTROL** button on the control panel. Use the **BACK** button to return to the player's main control page.



Further information on the capabilities of the Blu-ray player is available in its user manual, and in Adobe Reader format on the house computer. See NAD T577 Blu-ray Player in the "AV System" folder on the desktop.

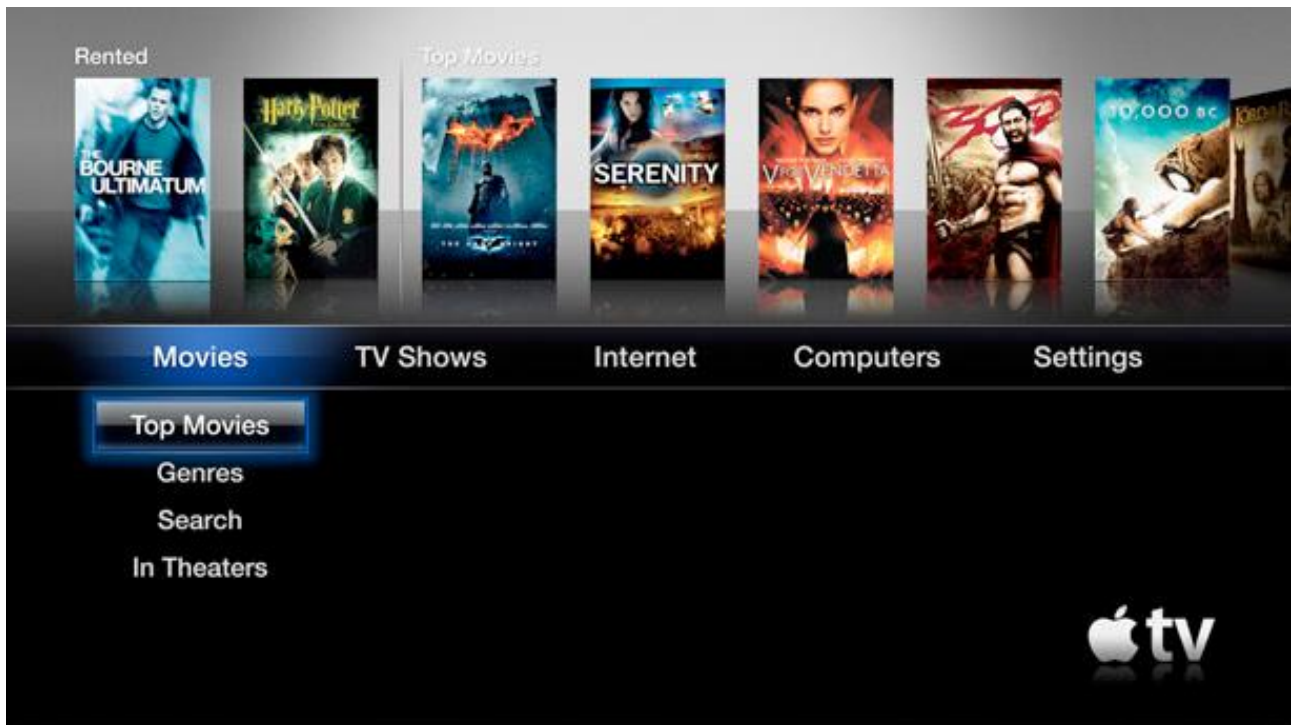
Notes on video playback

The projection system is based on computer graphics standards of 16:10 aspect ratio. When viewing video content of a different aspect ratio, the picture will not fit the screen exactly. Widescreen content such as high definition television will fill the width of the screen but there will be a band at the top of the image. Blu-ray and movie content may have a letterbox slot effect because most film content is made in wider formats. You may be able to use the format, aspect ratio or resolution settings of the source to adjust the image size and shape for a better fit.

Apple TV

With Apple TV, you can watch high-definition movies and TV shows (may require an iTunes account), watch streaming content from Netflix, and enjoy podcasts, YouTube videos, and Internet radio. And you can stream iTunes content from a PC, and view photos from your computer, MobileMe, or Flickr accounts. Using AirPlay you can wirelessly stream videos, music, and photos from your iPhone, iPad, and iPod touch to Bunnik's presentation system.

When you select **APPLE TV** as a source you will see a menu similar to the following on the rack monitor screen (and the projection screen if it is on).



The touch panel control will now have the buttons to control the Apple TV player.



You can navigate through the player's options. Alternatively you can stream content from your own AirPlay equipped iPhone, iPod or iPad or media player. Enable AirPlay, following the instructions that come with your player, and choose Bunnik Ballroom from the list.

Free To Air TV & Foxtel Television

The equipment rack has terrestrial and satellite digital television receivers with built in. Choose either source and the touch screen will take you to its control page.



On this page you have the basic digital television functions and direct access buttons for:

- Microphone volume and program volume;
- Video Mute (screen blanking);
- Lighting control page; and
- Extra buttons page for other functions.

Note that you can see the television picture on the confidence monitor on the rack. You can also use the original set top box remote controls, but only when pointing them at the receivers in the rack.

Use the navigation cursor buttons on the touch panel control to choose and select an option. Press the up or down arrow buttons to change channels, or press the **OK** button to get a list of channels on the screen.

If no television image appears on the screen, it is possible that the digital television receiver has not started properly. Press the **ON/OFF** button once and wait a few moments for the service to initialize.

Press the **EXTRA CONTROL** button for additional control options (see below).



Using Wireless Microphones

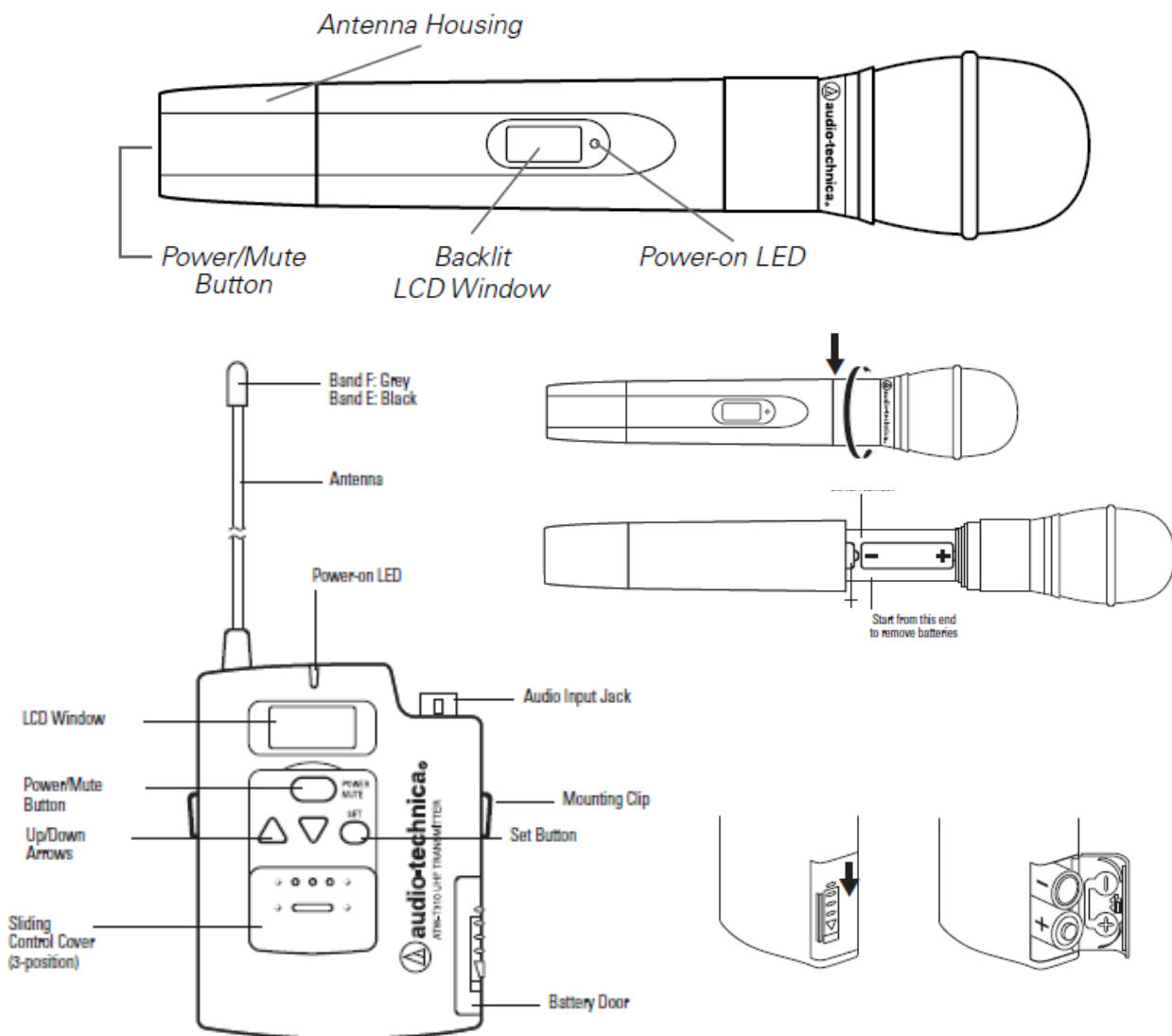
The presentation system microphones can be used at any time that the system is on. They operate automatically, although the actual volume level can be adjusted to suit the occasion. The controls to adjust microphone volume are on many of the touch panel screens including the main menu screen.

There are two handheld wireless microphones and one lapel microphone. Only two of the three microphones can be used simultaneously. If you are using the lapel microphone, you cannot use the handheld microphone with the white band around it.

Before using a microphone, ensure that there is sufficient battery charge for the duration of the presentation. Two AA batteries are required for each microphone and each set of batteries can be expected to last for one day. You can see the battery condition in the microphone's display. If the battery is exhausted, the microphone will not turn on, or there will be a warning message in the display.

Press and hold the button on the base of the microphone or transmitter pack for a few seconds to turn on the microphone transmitter. The power light in the microphone's display will turn on to indicate it is working.

When you first turn on the microphone, it will automatically be muted. To use the microphone, simply hold it a few centimeters in front of your mouth and speak clearly as though you were talking to someone a few meters away. The microphone automatically turns on and off as you speak. If you wish you can mute the microphone, for example during a break, by momentarily pressing the power button on its base. A quick press un-mutes it again. Press and hold the button to turn it off completely.



Viewing Computer Presentations

The presentation system is able to extend sound and screen images from an "in-house" computer in the equipment rack or guest computers in the auditorium. Please note that the native resolution of the projector is 1280 x 800 or WXGA. Best results will usually occur when the computer's display settings exactly match this resolution.

There are two types of guest connection available, analog and digital, to cater to a range of computers. Connections are made using special signal adapters and Cat6 (UTP) patch cables. A double power outlet and two RJ45 UTP connection points are provided in each of four floor traps in the auditorium. The UTP cables are terminated onto a patch panel above the audio visual equipment rack on the stage.

Using the two different types of connection, analog and digital, up to two computers may be connected simultaneously which, as well as the house computer, makes three in total. Only one computer as chosen by the control panel can be displayed at any time, however changing between connected computers is easy and fast with the touch panel control.

Analog Connections

- **VGA** Video Graphics Adapter analog monitor connections (older laptops), which need a separate cable for audio:



Digital Connections

- **DVI** Digital Video Interface display connections (no audio interface provided):
- **HDMI** High-Definition Multimedia Interface display connections which, depending on the laptop can carry the sound digitally as well:



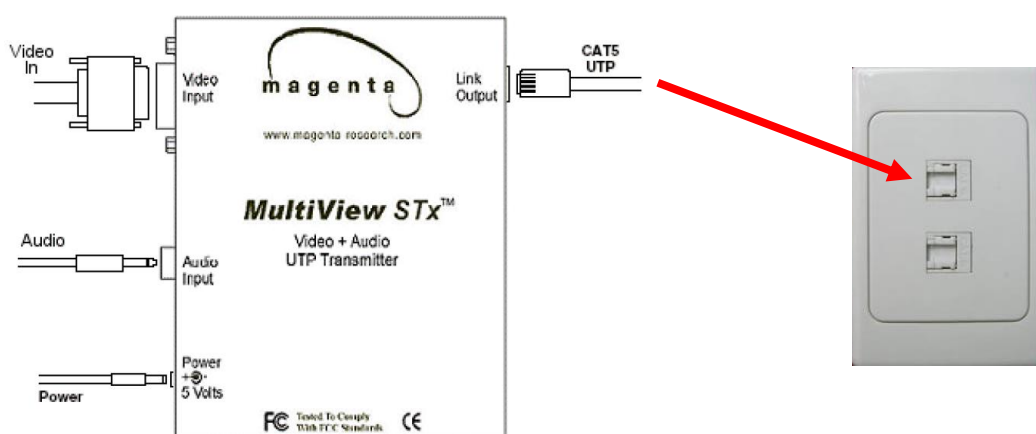
Note the guest computer's external monitor output must be turned on. For best performance the external display resolution should be set to 1280 x 800 or WXGA. Refer to the computer's operating manual.

Some laptops may use other display connections in which case the guest will need to supply their own adapter to convert the connection to one of the above digital or analog standards. For example, see the Apple MacBook Mini Displayport adapters below:



Connecting a Computer via the VGA port

You will need a VGA cable plus a minijack cable for audio if required, a Cat6 patch lead and the Magenta MultiView STx UTP transmitter and its powerpack:



Connect the computer to the MultiView STx as shown above. Plug the Cat6 patch cable into one of the two RJ45 sockets in the trap and note its identification number. Plug in the power pack and turn it on. The LED on the MultiView STx should light up.

At the patch panel above the equipment rack on stage, patch one end of a Cat6 patch into the RJ45 socket matching the number you connected to in the floor trap. Patch the other end of the Cat6 cable into the RJ45 socket in the equipment rack at the top right hand corner labeled Analogue.



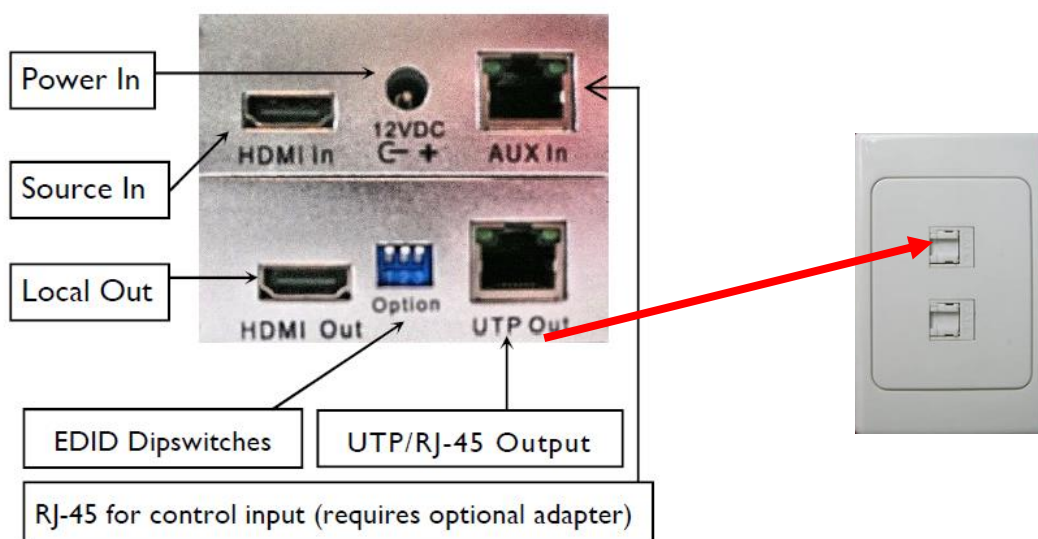
Connecting a Computer to the Internet

A guest computer can be connected to the ballroom's wireless internet adapter, Bunnik06, using the password: **Ballroom888**.

Should wired internet access be required at the guest computer, use another patch lead between the spare socket in the floor trap to the computer's network connection, and at the patch panel end use another network cable to connect the corresponding patch point to the network switch above.

Connecting a Computer via a DVI or HDMI port

You will need a DVI to HDMI or HDMI to HDMI cable, a Cat6 patch lead and the Obonok Blu-Wire T1-XP UTP transmitter and its power pack:



Connect the computer to the Blu-Wire T1-XP as shown above. Note that the Aux In and Local Out ports are not used. Plug the Cat6 patch cable into one of the two RJ45 sockets in the trap and note its identification number. Plug in the power pack and turn it on.

Note: Do not change the position of the EDID setting switches. The correct settings are: 1 up, 2 down, 3 down. This allows the projector and computer to exchange display information data (EDID).

At the patch panel above the equipment rack on stage, patch one end of a Cat6 patch into the RJ45 socket matching the number you connected to in the floor trap. Patch the other end of the Cat6 cable into the RJ45 socket in the equipment rack at the top right hand corner labeled Digital.



The DVI display output does not include audio. Most HDMI display ports do include audio as a digital stream in the HDMI signal. However, some laptops, especially where a DVI to HDMI adapter is used, may not include the audio signal in the HDMI connection. In this case an audio signal cannot be transmitted.

Displaying a computer

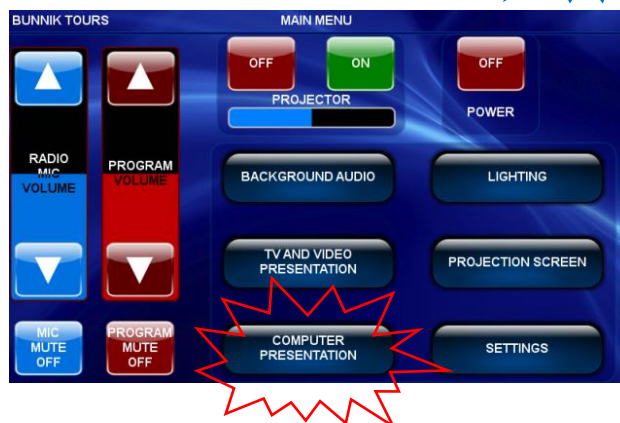
Turn on the presentation system (if necessary):

- Press the yellow airplane button



After a few moments you will see the menu:

- Turn the projector **ON**;
- Select **COMPUTER PRESENTATION**



Select the computer to display:

- Select **IN-HOUSE** or **GUEST COMPUTER**;
- For a guest computer, select **HDMI**, **DVI** or **VGA** to suit the connection you used



Adjustments

1. **RADIO MIC VOLUME** adjusts the volume of the microphones using the up and down arrows.
2. **MIC MUTE** button turns off or on the microphones.
3. **PROGRAM VOLUME** adjusts the volume from the computer using the up and down arrows.
4. **PROGRAM MUTE** button turns off or on the sound from the computer.
5. **VIDEO MUTE** button turns off or on the picture.
6. **AUTO PICTURE ADJUST** button adjusts the picture position if necessary.
7. **SINGLE LAMP** or **DUAL LAMP** buttons adjust the picture brightness.
8. **LIGHTS** button goes to the menu for adjusting lighting.
9. **BACK TO MENU** button takes you back to the **MAIN MENU** page when you are finished or wish to change the system to a different function.

Lighting Controls

The Bunnik Ballroom has five groups of lights, namely ceiling down lights, ceiling strip lights, wall up lights, floor up lights and stage spot lights. Each group of lights can be adjusted to suit the occasion.

The main **LIGHTS** control page allows quick selection of a number of different lighting levels or scenes, plus buttons to turn all lights on or off. There are also buttons that link to pages to manually adjust the lighting and the presets.



The six **PRESET** buttons recall lighting "scenes" that have been stored in memory. Try the presets and see if they suit your needs. If they don't, you can manually adjust each of the lighting groups in the **MANUAL CONTROL** page, or create your own presets in the **LIGHTING SETTINGS** page.

Lighting – Manual Setting

This page allows you to quickly set each group of lights to any level. Use this page if you do not need multiple lighting scenes.



Lighting – Set Presets

This page allows six lighting states or “scenes” to be created and stored as memories or presets for rapid recall on the main lighting control page.

To save a preset, adjust all five light controls until you are happy with the resultant lighting. Save that exact scene to a preset by pressing one of the **SET PRESET** buttons. Note that any previously stored scene will be erased and replaced by the new scene you have just created. Continue until you have created enough scenes for your presentation. Please note that Preset 6 is reserved for the default lighting level.

You may wish to store the scenes in the order that you will use them such as, for example, pre-show, presenter speaking, watching video, post show. Then you can step through the scenes as you need to during the presentation quite easily using the buttons on the **LIGHTING PRESETS** page.



Advanced Operations

Some advanced operations are protected by a PIN code to prevent accidental or unauthorized access.

Connecting recording equipment

The presentation system has dual (stereo) line outputs on professional balanced XLR sockets for recording or other purposes. The output is the same as the feed to the public address speakers and the level is nominally +4dBv. The outputs are “live” at all times but no level control is provided. The user must ensure that connected equipment is correctly configured and adjusted.

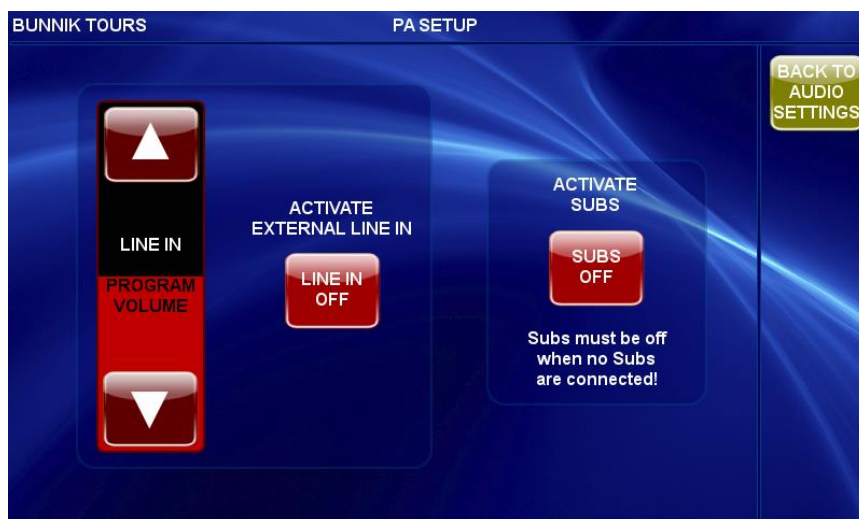
Connecting Subwoofers

The speaker system has been equalized for a full range frequency response suitable for most situations. For high volume applications the speakers can be augmented by a subwoofer system.

The equipment rack has dual (stereo) line outputs on professional balanced XLR sockets for connecting to powered subwoofer systems. Electrical outlets on the same circuit as the equipment rack are provided on stage on either side of the proscenium.

The subwoofer output is a low pass of the feed to the public address speakers and the level is nominally +4dBv. No level control is provided. The user must ensure that connected equipment is correctly configured and adjusted.

To enable the subwoofer outputs, navigate to the **SETTINGS** page, then the **AUDIO SETTINGS** page followed by the **PA SETUP** page.



Press the **ACTIVATE SUBS** button to enable the subwoofer outputs. Note this also installs a high pass filter in the main speaker signal path to preserve headroom and power handling. Be sure to deactivate the subwoofer outputs when not in use to return the system to normal operation.

Connecting External Sources

The equipment rack has dual (stereo) line inputs on unbalanced RCA sockets for connecting to the auxiliary audio output or headphone jack of external audio sources such as MP3 players

To activate the RCA line inputs navigate to the **SETTINGS** page, then the **AUDIO SETTINGS** page, followed by the **PA SETUP** page. Press the **ACTIVATE EXTERNAL LINE INPUT** button and adjust the volume sensitivity with the **LINE IN PROGRAM VOLUME** up and down arrow.

Setting Audio Preset Levels

The nominal or default starting volume levels for program and microphones can be preset on the **AUDIO SETTINGS PAGE**.



Troubleshooting

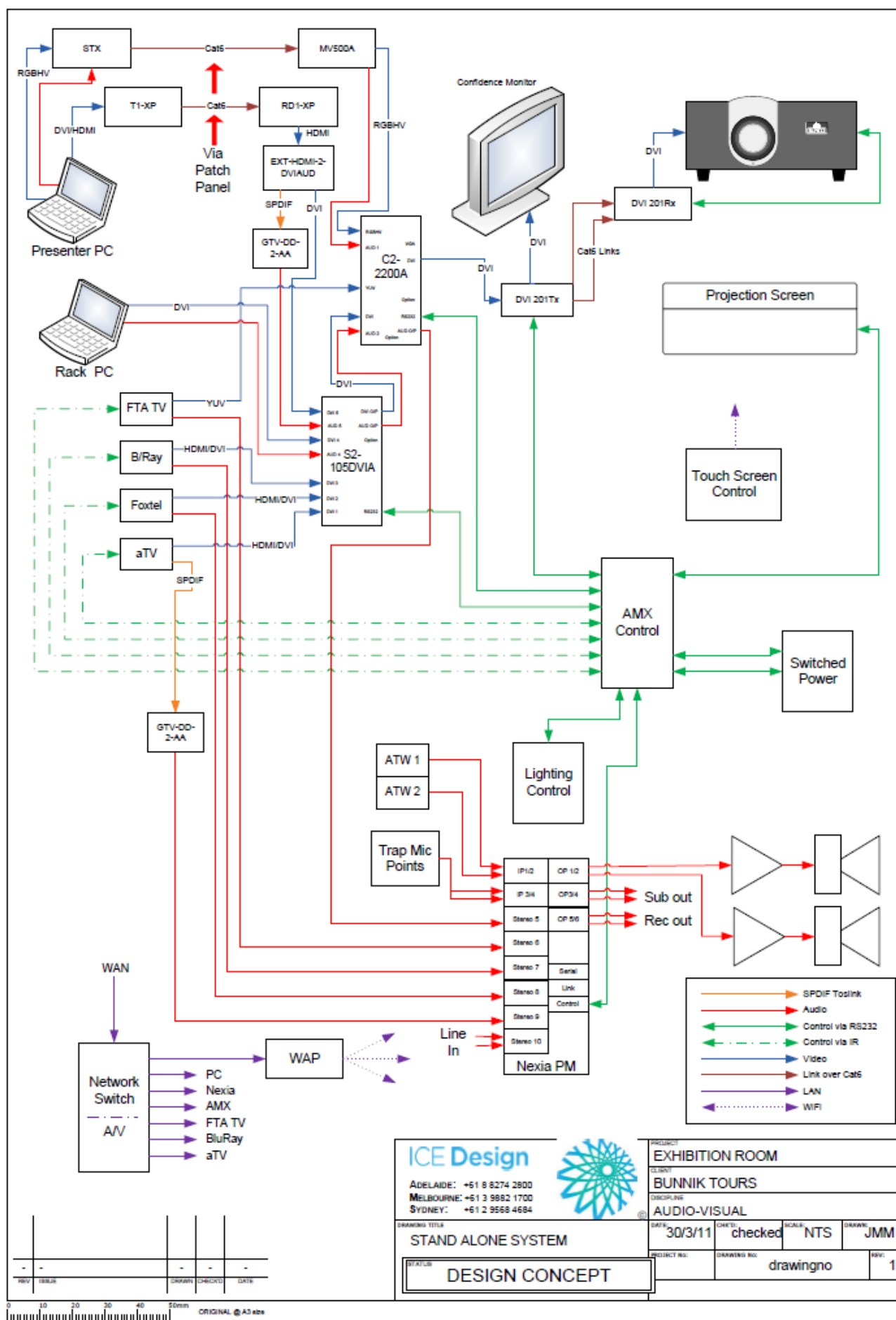
Most operating failures can be traced to simple causes. Try the following solutions first.

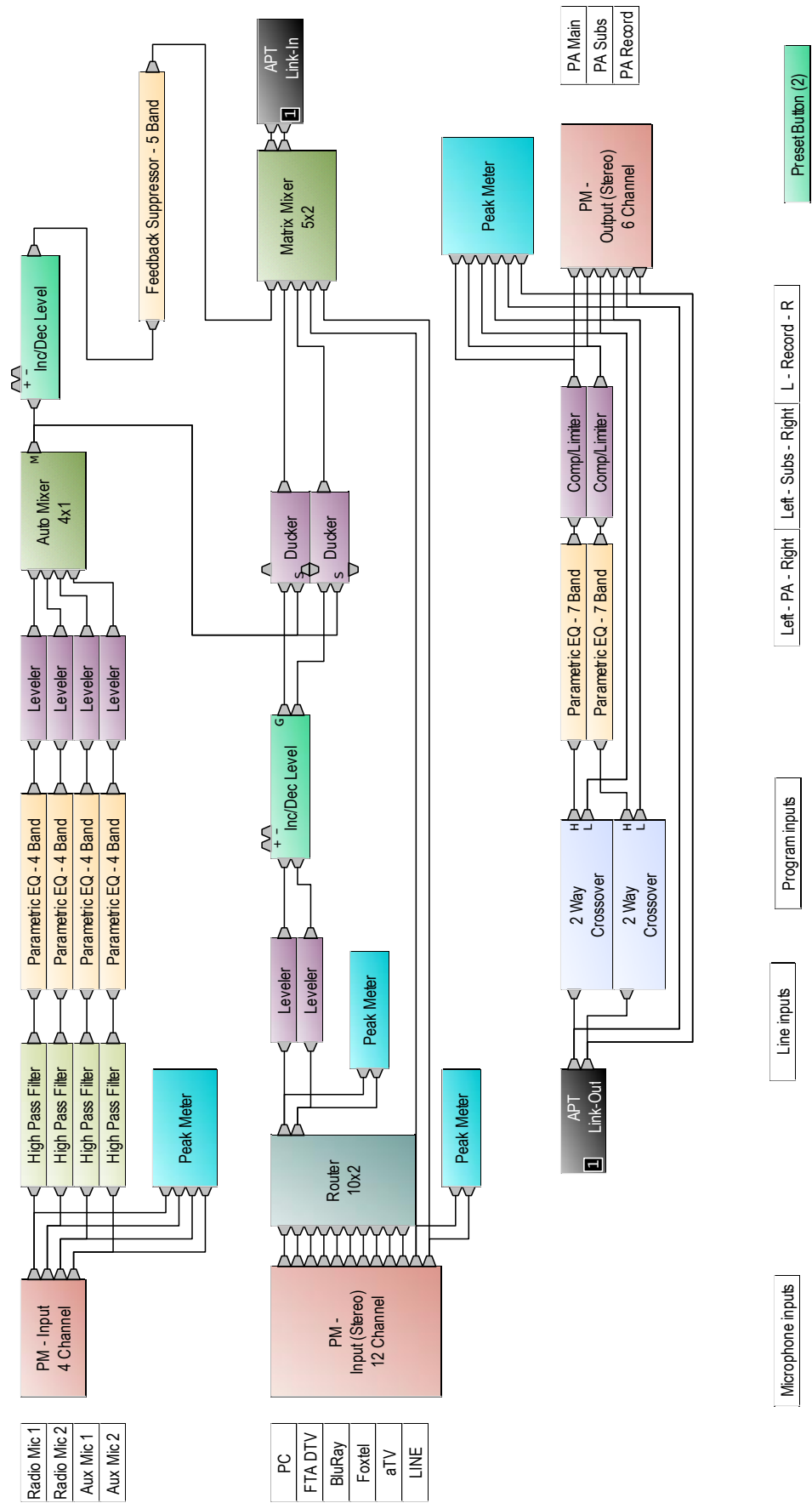
Condition	Possible Cause	Possible Solution
Touch Panel controller not responding	Touch Panel batteries flat	Install Control Panel into dock and allow to charge
	No power at equipment rack	Check circuit breakers
	Communications failure	Check equipment rack power
		Check wireless network adapter is functioning correctly
Projector does not turn on	No power at projector	Check to see if LED pilot light is illuminated on the front of the projector
	Lamp failure	Replace projector lamps
No picture on screen	VIDEO MUTE button is on	Turn off VIDEO MUTE
	No signal from source	Try another source
No FTA TV picture on screen	Power to Topfield digital television receiver out of step with controller	Press the ON/OFF button on the FTA TV Control Page
Video image does not fill screen	Widescreen video is 16:9, not 16:10. Image is projected at screen bottom with band at top	There will always be a black band at the top of images from video sources
	Source is not 16:9 aspect ratio	Try source adjustments for a better fit
No image from guest computer	No power to adaptor	Check power
	Incorrect patch line used	Check socket number and re-patch
	Incorrect patch cable used	Use only standard Cat6 patch cables
	External monitor output not turned on	Turn on (often F4 button on laptop)
Computer image does not fill screen	Computer resolution not set correctly	Set to match projector = 1280 x 800
	Computer graphics adapter not behaving correctly	Try updating graphics drivers or display settings
No sound from speakers	PROGRAM MUTE button is on	Turn off PROGRAM MUTE
	No signal from source	Try a different source
	No power at amplifier	Check amplifier is turned on
No sound from microphones	MIC MUTE button is on	Turn off MIC MUTE
	Microphone not turned on	Press and hold power button until power LED lights up
	Microphone battery flat	Replace batteries
AirPlay not available	Player not connected to network	Connect to Bunnik06 WAP

Sometime powers spikes and dropouts cause some inadvertent functionality. If a particular device is not behaving correctly, try cycling the power to that device. That means, unplugging the power cable for a few seconds. If the controller seems to be misbehaving, and you have already tried the solutions above, try powering off the system and then turning off the circuit breaker on the wall adjacent the rack for a few seconds.

Remember, if all else fails, it is a normal reaction to panic.

For fault and service information for specific pieces of equipment, please consult the respective user manuals, also available in Acrobat Reader format on the in-house computer.





Equipment Settings

Most of the individual equipment items that make up the presentation system have specific settings that must be preserved in order that the system works predictably or even works at all. There are many other settings that affect the way the system performs and how images will appear.

Warning: Settings may have been intentionally changed since this manual was written. Adjust equipment settings only if you know what you are doing and are able to restore the settings to their previous conditions. Write down any current settings before making changes!

Only a few critical settings are recorded here for reference in the advent that an individual item of equipment must be replaced. Other settings are usually, but not necessarily, the equipment manufacturer's default settings. Settings are either made using the original remote control, which must be pointed at the individual item being adjusted, or in some cases using the front control panel buttons.

Please consult the original user manuals for instructions on how to change and store settings. The settings are listed below in the format: Main Menu ⇒ Sub-menu ⇒ Item ⇒ **Value**

Projector - Panasonic DT-PW6300E

Picture – System Selector – **Auto**

Position – Aspect – **16:9**

Advanced Menu – Digital Cinema Reality – **Auto**

Display Option – Screen Setting – Screen Format – **16:10**

Projector Setup – Standby Mode – **NORMAL**

Scaler – TVOne C2-2200A

Adjust Outputs – HDCP - **On**

Adjust Sources – DVI –Display emul. EDID – **DVI**

Some settings change dynamically from presets recalled by the AMX control panel:

Preset	Function	Input Setting	Adjust Sources – DVI – HDCP	Output Resolution
1	Digital Video Inputs (Blu-ray, Foxtel, aTV)	DVI	On	1280 x 720 50 Hz
2	Rack computer	DVI	Off	1280 x 800 60 Hz
3	HDMI guest computer	DVI	Off	1280 x 800 60 Hz
4	DVI guest computer	DVI	Off	1280 x 800 60 Hz
65	VGA guest computer	RGB	n/a	1280 x 800 60 Hz
6	Component video input (FTA TV)	YUV	n/a	1280 x 720 50 Hz

Network Settings

WAP Bunnik06 password: **Ballroom888**