

TASKS ON A REHEARSAL

Before they arrive

You should be there ~20minutes before them, to be able to set up everything professionally and to avoid hurry-induced errors, fix random issues, etc.

- Follow the “[Setting up the system](#)” guide.

At the main console

Load the main scene

Load the “CCP Service MAIN” scene.

This contains our default settings, please never overwrite it.

- Press VIEW at the “Scenes” section of the mixer.
- By turning the “GO” knob, **SELECT** to the “CCP Service MAIN”.
- **Press** the knob to load it.

Load vocal and instrument presets

Consult with the worship leader on:

- Who will be at which mic on the stage.
- Who will use which instrument.

Based on this information...

Load Vocalists

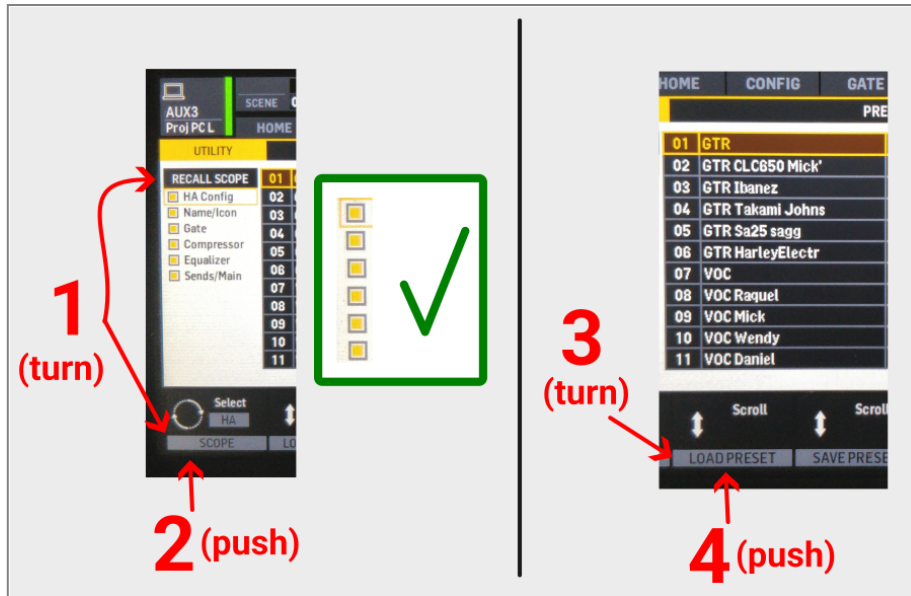
- Select the **VOCALS** layer.
- **Mute** and **Pull down** unused channels.
 - Determine which vocal mics will NOT be used. (From Mic 1 to Mic 6).
 - Mute them.
 - Pull them down.
- Load the appropriate preset for the channels, see: Loading a preset.

Load Instruments

- Select the **Instruments** layer.
- **Mute** and **Pull down** unused channels.
 - Determine which instrument cables will NOT be used. (From Instrument 1 to 5)
 - Mute them
 - Pull them down
 - Don't change/mute the piano, DrumTB and the other stuff.
- Load the appropriate preset for the channels, see: Loading a preset.

Loading a preset

- Press the **SELECT** button on the channel you want to load.
- Press the **VIEW** button on the EQUALIZER section on the mixer.
 - It might not be needed, if you pressed it already earlier.
- Press the **UTILITY** button next to the screen.



- By turning the (first) “SCOPE” knob, select the **RECALL SCOPE**.
 - See image, point #1.
- Press the knob to select **all scopes**.
 - See image, point #2.
 - Should look like the green area.
- Select the appropriate preset by **turning** the “LOAD PRESET” knob
 - See image, point #3.
 - “VOC ...” for vocalitst
 - “GTR ...” for guitars
- Press second knob to load it.
 - See image, point #4.
- Press **confirm**

After the initial setup, you might want to save the preset, see “[Save the scene](#)” at the end of this document on how.

Other things

- Mute the preaching mics, to avoid feedback.

At the stage

- Reset the stage (see: [Setting up the system](#))
- Set up stage to be usable by the musicians
 - Set up correct mic heights
 - Move away obstacles
 - Fold back unused microphones
 - Check stands
 - Check monitor alignments

After they arrive

- Be nice, connect with them personally.
- Help them with what ever they ask.
- **Align the microphones**
 - Very important!
 - Align height and direction, so that the microphone is in line with the mouth, and points towards them. Ideally it points bottom up.
 - Meanwhile, keep it in a way so that the sound from the monitor would hit the microphone from the back as much as possible.
- **Ask them to set instrument controls to neutral**
 - Some instruments have equalizers on them, ask the owner to turn it off, or set it to “flat”.
 - Some instruments have volume controls on them, ask the owner to set it to neutral, or middle.
 - And ask the owners of the instruments, not to change any of those during performing.

Gain staging

- Set the Main fader to 0.
- Usually no need to gain-stage the drums and the keyboard.
- Go through Mics 1-6, Instruments 1-5 and set a proper gain on the used channels.

How to set the gain

- In order to set the gain level, we must have input.
 - Ask them one-by-one to play or sing from lowest to highest volume.
 - You only really care about their highest volume levels, but asking from lowest to highest usually helps them in producing more precise levels.
 - Alternatively you can do this while they play.
 - But make sure to set the gain when a normal, regular input is coming through.



- Press the **SELECT** button on the channel you are setting the gain on.
 - See image, point #1.
- Watch the channel strip's meter
- See image, point #2.
- When the input is around it's the highest level, it should be around the **-18db** mark.
- If it needs adjustment, then the turn the "GAIN" knob at the console's top left corner.
 - Do it until the signal jumps around -18 db.
 - See image, point #2.
- **Usually, channel gain should not be changed after this point.**

During worship

- Constantly monitor that everything sounds right.
 - **PUT YOUR HEAD OUT** of the cave for that!
- Check if the vocalists have the microphone aligned well.
- Set up a mix that sounds well while keeping eye on the SPL meter, the limits are written on it.
 - The lead singer should be a bit louder than the other vocalists.
- Check if they need any help, e.g.:
 - Stuck cables
 - Microphone alignment
 - Volume issues
- Verify that the stage isn't too loud
 - Sometimes mute the MAIN channel, to see if the stage is too loud or if one source is overpowering the others on the stage.
 - If an instrument or vocalist fills the room just from the monitors, ask them or help them adjust it.
- **PUT YOUR HEAD OUT** of the cave! :)

If a vocalist sounds off-key or unexpected

Our singers are quite good and checked, so if they sound bad, that is most likely due to them not hearing themselves correctly.

To solve this: go up on the stage and check the monitor levels. The target is for them to be a bit louder.

- Either increase the overall monitor level
- Or increase their level in the monitor
- Or lower something that is too loud

An alternative reason can be:

- An overworking compressor on the channel
- A too high (or low) low-cut
- An unfortunate equalizer setting

After the rehearsal

Save the scene

- We have one preset that we never overwrite, that is the **CCP Service MAIN**.
- We load it, but we save it over on the **CCP Service**.
- Never overwrite the MAIN one please.

On the console:

- Press **VIEW** at the “Scenes” section.
- With the “Save” knob, scroll to the “**CCP Service**” (without the “MAIN”).
- Press the knob to save it.
- Press the “backspace” knob to delete “MAIN” from the name, if needed.
- Press the “save” knob.
- Press confirm.

Closing up

After the event is finished, please follow the [closing up procedure](#).