

# Angel Introduction: A/V Bunny

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C3VOC

# Agenda

General Info

Lecture Hall Operation

Camera Hardware

Video Mixer Tools

Video Mixing Guidelines

Timeline of a Talk

Orga

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## General Info

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## General Info I

- All talks get recorded and archived forever
- Consistent quality
- No postproduction of individual signals.
- Livestream content is the same as the one recorded and published
- Less mistakes ⇒ better recordings.

## General Info II

- Introduction Meeting here
- Complete overview for all new angels
- Short diff for experienced ones

## General Info III

- Slides available online: <https://streaming.selfnet.de/engelschulung.pdf>



## Lecture Hall Operation

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## A/V Bunny

- An A/V Bunny is responsible for Audio and Video in a Lecture Hall
- They operate the audio mixer, the camera and the video mixer
- Troubleshooting for A/V issues
- Also a bit of stage management
- **Two** A/B Bunnies per talk ⇒ Talk to your fellow bunnies about preferences
- in doubt: don't panic

## Camera Operation

- Operate the fixed cameras in the lecture halls
- Maintain good camera settings
- If necessary, readjust the camera

## Video Mixer Operation

- Switch the video feed between different sources.
- Mixed video feed is used for both the live-stream and the recordings
- You decide which picture, respectively source, is most interesting/important at each moment.

## Camera Hardware

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# Hardware Camera Controls



**Figure 1:** Camera Controls

Cameras are in manual mode because of difficult lighting situation.

**Left Ring** Focus - control sharpness of the image.

**Middle Ring** Zoom - vary the focal length.

**Right Ring** Iris - don't touch.

## Tripod Handle Controls



**Figure 2:** Tripod Handle

Beware: various models in use.

**Zoom Control** lever above red ring

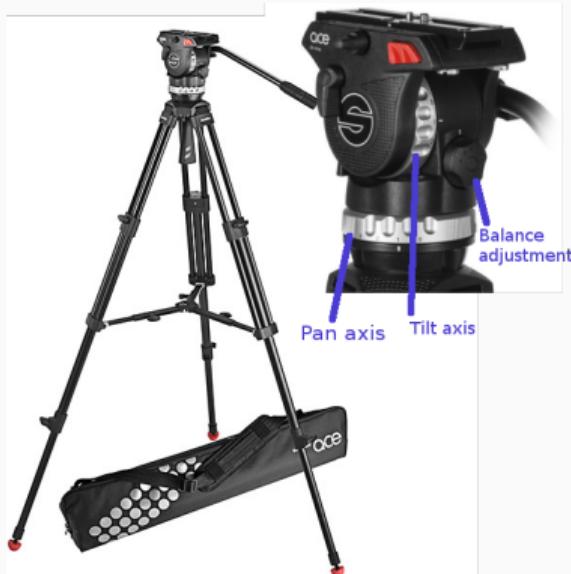
**Red Button** Start/stop recording, don't touch

**Other Buttons** markings on the handle

### Alert

Saal 1 and Saal 2 have old tele zoom lenses. Left handle Focus. Right handle Zoom.

# Tripod



**Figure 3:** Tripod

- Should be level - check the water bubble.
- Variable brakes - can be adjusted to your needs.
- Tilt axis should be balanced, so that the camera doesn't tilt up or down on its own.
- Pan axis is needed all of the time. Set it so you can do smooth pans all over the stage.

## Alert

Alert the A/V-Technician if something's wrong or misplaced.

## SD-Card Recording

- Two SD-Cards in one camera each room
- Backup Recording
- Turn on Recording before first shift in the morning -> Red Dot somewhere in the Display.
- Control Recording Time remaining.

### Alert

Alert the A/V-Technician if something's wrong or not running.

## Video Mixer Tools

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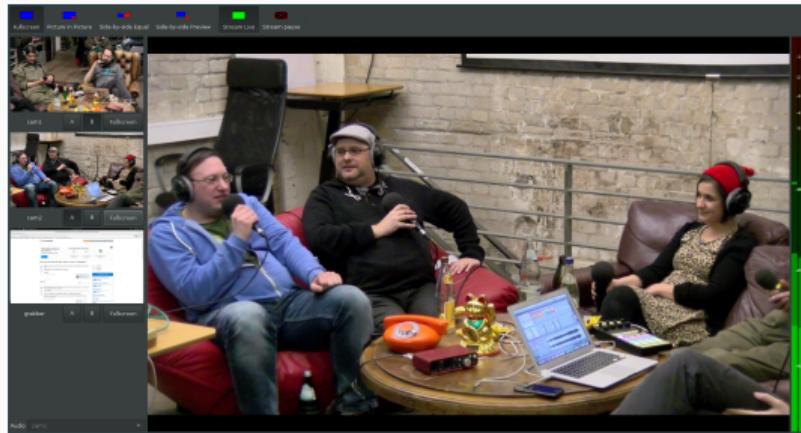
## Dual Setup

Two different Setups are in use at this congress. Both setups offer similar possibilities.  
You can work with both of them.

### Software Video Mixer

- Ei 7
- Ei 9
- Sendezentrum
- Laptop as control surface.

# Software Video Mixer - Controls



**Figure 4:** Voctogui

**Previews** Small images on the left

**Program** Large, middle, what everyone  
on the internet sees.

**Composition** Top row.

**Blue** Select A

**Red** Select B

**Stream Blank** For breaks when nothing  
should be streamed.

# Software Video Mixer - Voctogui

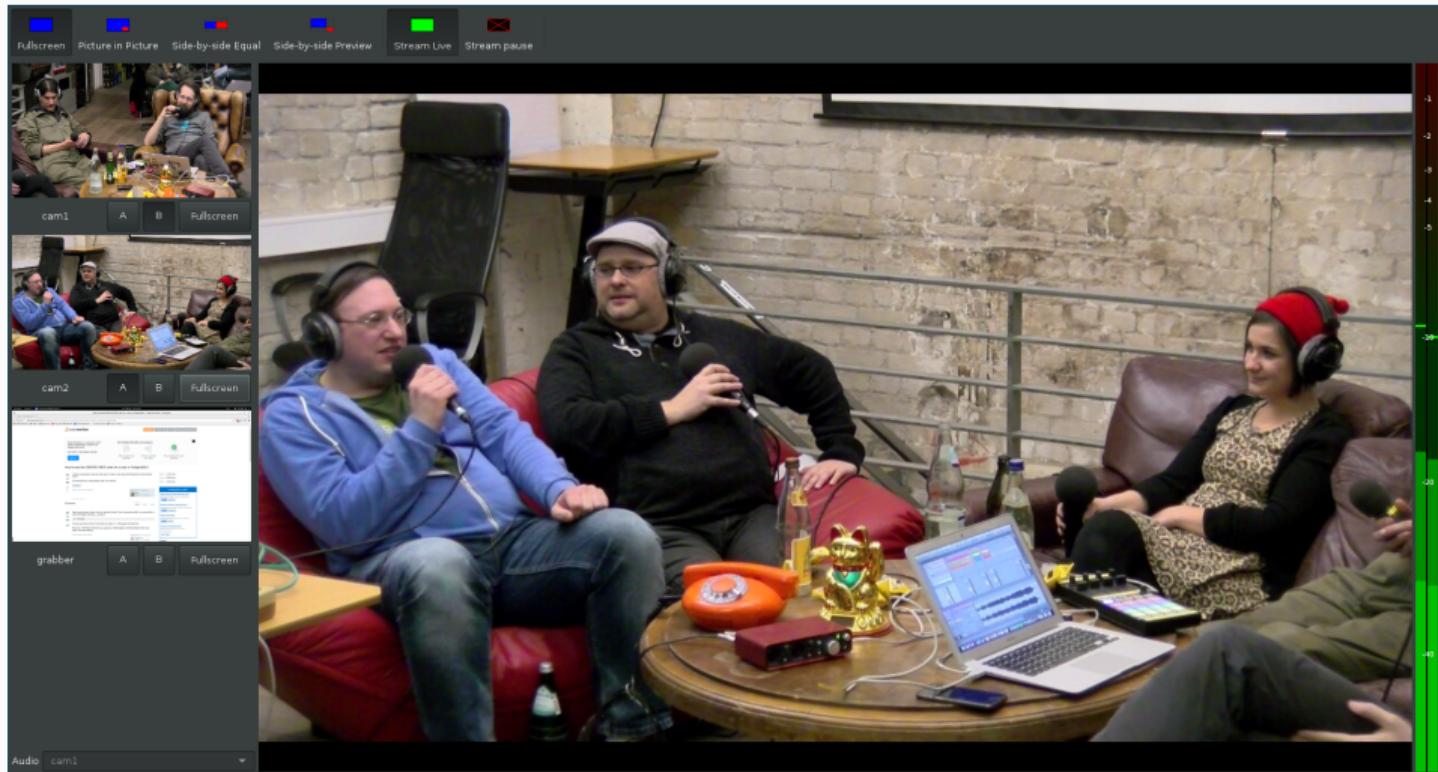


Figure 5: Voctogui

## Video Mixing Guidelines

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## Mixing Guidelines - Hard Rules

- All you are doing is **recorded** and will be published. **Don't make mistakes.**
- The Audience is **not to be filmed**. Cut away if faces of people not on the stage appear.
- **Slides are important**
- Slides stay on till the text has been read **twice**.
- Show new slides **immediately**.

### Hint

Fast-paced presentations with lots of slides are easier to handle with the supersource.

## Mixing Guidelines - Softer Hints

- Start early – opening announcements of the Herald are a good start. Their introduction has to be in the recording and on stream.
- Open wide – Structure the beginning of a talk with shots that set the stage
- The slides in fullscreen – you're dealing with a very small screen. Text has to be readable
- Show gestures – medium-close-up that follows the speakers eye-line
- Don't be too cutty – Pace your videos temperately. Do not cut too often.
- Don't end too early – All questions and answers have to be recorded. The herald ends the talk, not the mixer angel.

### Hints

Leave lots of room at the start and end of a talk. Cut away from the infobeamer before the Herald starts with announcements. Cut to the infobeamer only after the last applause has finished.

## Timeline of a Talk

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## Timeline of a typical talk

1. Preparations beforehand
2. Announcements and Introduction
3. Content
4. Questions and Answers
5. Ending

# Timeline - Preparations beforehand

## Cameras

- Get to know your fellow angels.
- Test your camera and settings.
- Camera: Get a closeup of the speaker or their movement

## Mixer

- Check Slides and adjust supersource to 16:9 or 4:3.

## Audio

- Setup the Headset(s) and Mic for audience question
- Perform a short sound check
- Adjust the levels

## Timeline - Announcements and Introduction

### Mixer

1. Go live with Camera as soon as the talk starts.
2. Title slide can be shown during the introduction
3. Put Camera on Preview.
4. Camera live as soon as the Speaker starts talking

## Timeline - Content

### Cameras

- Look for time to time if you have to readjust zoom, focus or anything else that should not be in the recording.
- Prior makeing adjustments, ensure that the camera is not live

### Mixer

- Show new slides as soon as they are keyed by the Speaker
- Call out your actions and intentions via intercom
- Plan ahead. Which picture should be shown in 30 seconds?

### Audio

- Monitor audio levels and adjust if the speaking person is too loud/too silent

# Timeline - Questions and Answers

## Cameras

- Keep tracking the speaker, don't give up even if your shift ends soon.

## Mixer

- Show whoever is talking on stage to the stream.
- The "Thanks"-Slide can be shown from time to time.
- Don't end too early.

## Audio

- Unmute question mic
- Monitor audio levels and adjust if the speaking person is too loud/too silent

Orga

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## Shift Distribution

- Video Mixer shifts will be distributed in the angel system
- Sign up to the shifts you want to take
- Talks with special requirements might be handled by VOC

## Who to Contact?

- General Issues - VOC **1600**
- Organizational or social problems / Angels
  - sophie
  - jwacalex - DECT **5523**
- We might need to call you. Please have your DECT (or UMTS) number in the Engelsystem! If you don't have a number yet, go to **eventphone.de** and get one.

## Questions?

Contact us in our office or via irc, #voc-lounge on hackint.