

# Electronic Equipment

## **What**

Electronic equipment may be used during a worship service.

## **Number of Volunteers**

One volunteer verifies equipment ON or OFF. Volunteers may also provide equipment setup, test, operation or return to storage.

## **Additional Responsibilities**

None.

## **Before Worship Service**

- Sound system power up and lectern microphone test.
- Wireless microphone(s) setup or support as needed.
- Projection equipment setup or support as needed.

## **During Service**

- Wireless microphone(s) support as needed.
- Projection equipment operation or support as needed.

## **After Service**

- Sound system is turned off.
- Wireless microphone(s) support or storage as needed.
- Projection equipment support or storage as needed.

## **Additional Notes**

- Volunteers must receive detailed training from their Ministry Team Leader or Assistant before operating any electronic equipment. Property Committee members may provide additional assistance, knowledge and training.
- The equipment used depends on the needs of a particular worship service.
- Most electronic equipment tasks are simple but detailed. They become easier with training and experience.
- Tasks vary from simple, moderate or challenging.
- Audio (Sound) System:
  - System Power ON or OFF: simple.
  - Wireless microphone operation or battery replacement: simple.
  - Wireless microphone setup or storage: moderate.
  - Sound system adjustment operation (rare): challenging.
- Visual (Projection) System:
  - Laptop computer and projector setup: moderate.
  - Projection system operation: moderate.
  - Projection system shutdown and storage: moderate.