


How To Play Public Service Announcements (PSAs), Station Promos, Station Sign On/Off messages and Legal IDs

1. Locate the channel marked "BOOTHCOMP" on the board. It is the second one from the left.
2. At the very top of the channel is a button above a sticker that says "A: AUTOMATION B: BOOTHCOMP." If the button is lit up (and orange), that's great. If it is not, press the button.
3. On the Booth Computer (to the left of the board), find the icon for the program Foobar2000 in the row of icons at the bottom of the screen. The icon looks like this: 
4. Click the icon (once). If it looks like everything on the screen just disappeared, click the icon again.
5. You should now be looking at the Foobar2000 screen. It has a lot going on, but you don't need to worry about most of it.
6. On the left is where you pick the things you want to play. There are PROMOs, PSAs, The Station Sign Off Announcement, The Station Sign On Announcement and Station IDs.
7. Pick what you want by dragging them into the bottom right section of the screen.
8. You can click and drag the things you picked to put them in a different order if you want to.

9. To remove something from the list, right click on it and go to "Remove."
10. When you want to play what you picked, make sure the "BOOTHCOMP" channel is on and then double click the first thing in the list.