

What to do if...

A PROGRAM IS COMING FROM SAM

1. Sam's feed comes in on ACCESS 1, it's labeled on the board in green.
2. The ACCESS 1 channel should always be on. If it is off, turn it on.
3. The ideal volume is marked LEAVE HERE, but if it hasn't been left there, raise the fader to the green tape.
- 4. You also must leave Station Playlist on (with the volume in the ideal range) in case nobody comes in at the end of Sam's feed.**
5. If a feed from Sam is planned, Station Playlist will play a silence file (so you won't hear anything on that channel).
6. Station playlist shares a channel with the studio computer. It's labeled on the board in neon yellow.
7. You switch between the two by pressing the A/B button. It lights up when it's on B.
8. When it is unlit, like the other channels, it is set to Station Playlist. When it is lit, it is set to the studio computer.
9. The ideal volume range is indicated with a little yellow tape, but if possible, adjust the volume

as necessary. Since it may be silent, put it at the low end of the range to be on the safe side.