

PROPER MICROPHONE USEAGE AND PLACEMENT

For **everyone** who uses the mic system in the church, especially at the ambo ...

Please follow these guidelines with regards to using the mic system in the church and in the training of the proper care and usage of the system so that all can be heard and understood. We ask for your cooperation so that all of us can benefit from the spoken or sung Word. Thank you for your cooperation and if there are any further questions or help in training, please contact me at the church offices. We are here to help.



There are different systems, set up different ways and different mics to enable extension of speech and music. The system in the church was set up just a few years ago and included hooking up to a computer to fine tune the system. Each mic station was tested regarding for what purpose that mic would be used.

The mic at the ambo is a very sensitive condenser mic which has been set up to remain in one place and no matter who is using it, should remain right where it is. It should **never** be moved or adjusted. By doing so, takes it out of the sensitivity field for which it was originally adjusted. The person at the ambo needs to remember this and the following:

1. Always stand up straight when speaking or singing, in other words ... be natural! When one bends their head down, they start cutting off the airway and they start losing clarity and projection of the words. It is the whole body which affects our speech and song, the use of our lungs and diaphragm. If the person is too short, there are step stools for that purpose and not bend the mic down to accommodate one person.

2. Hold head upward when speaking or singing. Never talk or sing as if down to the floor or ambo. The Assembly needs to hear you clearly and distinctly. Project as if the people across the street need to hear you. Enunciate words, beginning of sentences and paragraphs are as important as all other parts. Engage the 'audience.'

3. Never lean in to the mic! By doing so causes the speech and/or song to lose its clarity and become muffled. It will also be the cause of 'P's to 'pop.'

4. Project from the 'internal' mic, the diaphragm within you and speak slowly and clearly. Remember that distance refines sound and many times the ends of consonances and other words are lost because we don't over emphasis them and by the time the sound gets out to the people in the Assembly ... it is lost.

5. If you are not sure of something ... ask questions!

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