

# URB Studio Guide

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## Microphones

- We have four working microphones in the URB studio (guest 4 is out of action).
- They are controlled by the left soundboard, by the presenter chair.
- To turn them on, make sure the level is all the way at the top.
- Then, click the **ON** button at the bottom of each microphone to turn it on (see next page for which microphone is which).
- When you are in a song break, turn the microphone **OFF** to make sure your talking doesn't cut over the music.
- Note that no music will play through the speakers if any microphones are on.

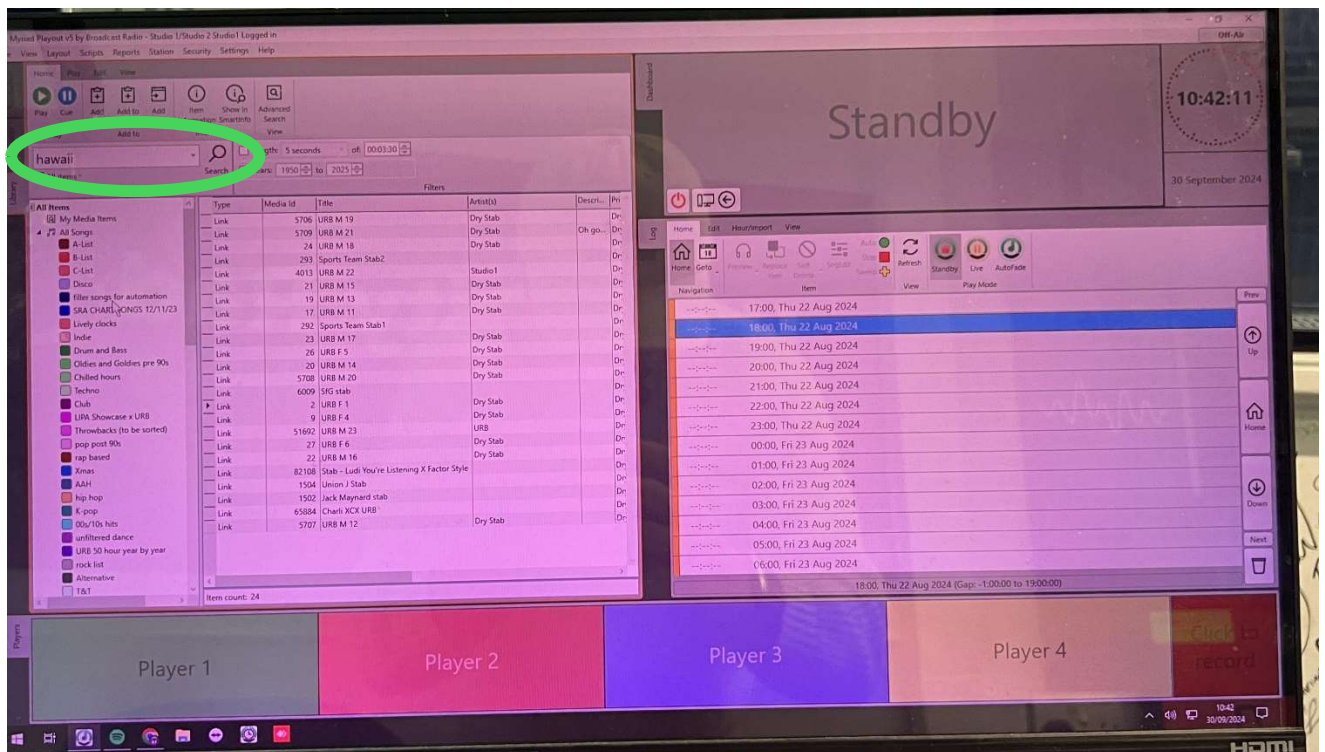




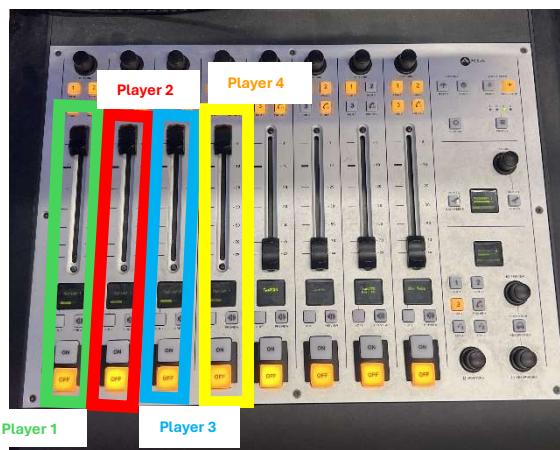
### **Playing music**

- By default, the studio will be on **Automation**. This is the playlist that gets played out live whilst no one is broadcasting.
- If you can hear something through the speakers in the studio, this is what will be played out live.
- Automation is controlled by the rightmost slider on the left soundboard. This plays the same thing as the automation channel – the idea is that you have this turned on when you go live in studio 1 so that the music doesn't cut off. You then fade it out and start talking when you're ready to broadcast.
- Our music system is called Myriad. You can play out all songs from there

## Myriad Interface



- Along the bottom are the four “players”. This is where you can queue up your music.
- To find a song, click on the Search box (circled in green) and search for a song
- If the song you want isn’t there, you can download it using a downloader which should be open on google chrome. More info on this further on in the guide!
- Click on your song and drag it to one of the players.
- When you are ready to play your song, make sure the level on that channel is up on the right soundboard.
- If playing bed music (Instrumental music to play whilst you’re talking), keep the levels lower down
- Then, click the colour coordinated play button on the soundboard between the two monitors



- Each channel needs to be all the way at the top.
- Then, make sure the **ON** button is clicked at the bottom.
- When you hit play, the music should come through.

## Going live

- To go live, you should check the monitor on the table. If it says automation, then you still need to go live.
- To do this, first set the automation slider all the way to the top (see playing music section).
- Then, whilst holding the button that says **ARM**, press the button that says **ST1**.
- The screen should now say Studio 1 on it. If not, make sure that the clock is correct (sometimes the screen freezes).
- Then, slowly drag down the automation slider, turn the mics on, and start talking.
- Once you're done, hold down on the **ARM** button again and hit **AUTO**. If the screen behind you changes back to automation, you're clear to leave the URB studio!

