

## Proc 14212\_STUDIO C Productions

### STUDIO C PRODUCTIONS

#### AUDIO

1. On the SHURE M267 Mixer, turn the power switch on the front panel to the "on" position.
2. The only other controls to be manipulated are Channel 1, Channel 2, and Master.  
Turn the "Master" knob to approximately "8". Ch. 1 and Ch. 2 Should be around "8" also.  
(These microphones over modulate easily. They are also easily silenced if turned too low. This is something you will have to monitor with the headphones. It is extremely difficult to achieve proper audio beyond general conversation levels with these mics.)
3. Press the power button on the back of the SURE Microflex wireless tabletop mics. If the light does not come on on the front, ask a staff person for batteries.
4. The light should be green. If the light is red, it is in standby mode. If this is the case, just press button on the front of the microphone that reads "Push".

#### GRAPHICS

1. Select the "TEXT" tab on the Tricaster interface.
2. In the "Templates" window you can choose from a collection of text templates for your production.
3. If you want multiple templates with the same style, select that template with your mouse and click the "Clone" tab.
4. To remove a template, select that template and click the "Remove" tab.
5. Your selected template will appear in the "Text Preview" monitor on the lower left of the screen. To edit a template, click on the thumbnail slide. This will load the slide in the "Text Preview" window on the lower left of the screen.
6. Click on any line of default text. When it is highlighted you can use the keyboard to type the desired text in that field.
7. If you would like to save your templates for future use, click the "Save List" tab.
8. In the pop-up window type the name of your folder to save in the "File Name" field.
9. Above this field, select the "Titles" tab.
10. Click "Save".
11. To access in the future, click the "Load List" tab then select your folder from the pop-up window.
12. Under the "Live Output" monitor screen, select the "TXT" tab to preview your text. Double click the thumbnail of the text slide you wish to use.
13. Select the text template you want to use in the template interface.
14. Click the "Fade" or "Take" tab to make the text appear on screen.
15. Click the "Fade" or "Take" tab to remove the text from screen.

#### CUT-AWAYS (Video Clips & Still Images)

Studio C is not currently configured to allow for the ingestion of video clips and still images. These would need to be added in post production.

## CHROMA-KEY (Green Screen)

Although Studio C is unable to ingest clips and images, you still have the option to use a virtual set. You can also tape with the green screen and key out in post production.

For virtual sets:

1. Select the camera you would like to key out on the "LIVE" bank of buttons on the Tricaster screen.
2. Below the production panel are effects generator tabs. Select the "Input Setup" tab.
3. Under the "Input" heading is a drop down menu. There are several options to choose from. You will need to choose Input 1, 2, or 3 - depending on the camera you would like to key out. (The inputs are directly tied to the cameras - Camera 1 is Input 1 and so on.)
4. In the "Input Setup" interface you will see a tab that says "Live Matte". Be sure the blue light is on in the small square on this tab. If it is black, click the tab activate it.
5. Just below the "Live Matte" tab is a tab that says "Pick Color". Let the mouse cursor hover over this tab until it turns into an eyedropper.
6. Click and hold the mouse. Drag it to the green on your "Preview" or "Live Output" monitor (being sure the camera you are keying out is selected and showing up on screen) and let go.
7. Use the "Tolerance" and "Smooth" knobs or the "Spill Supression" knobs if necessary to perfect your key.
8. To the upper left of the "Live Matte" tab you will see the "Live Set" tab. Be sure this has a blue activation light on as well. If it is black, click it to activate it.
9. Select your desired scene from the drop down bar.
10. Select your desired shot from the drop down bar.
11. Since stills and video are currently not available, you should select a shot or set without a monitor.
12. Repeat these steps for each camera with each input if you are using all three cameras.

## COUNTDOWN TIMER

Tell a staff person the length of your show and the amount of time you would like to include for a countdown (if any) on the timer. The staff person will set the timer in cablecast. Be sure that the box is switched to "timer" rather than "clock" by a turn of the knob. To activate your timer, press the "Down" button. To stop the timer, press the "Stop" button. To reset the timer, press the "Stop" button then the "Preset" button.

## RECORDING – CANOPUS

There is currently not an option for recording directly to the Canopus MPEG station

## RECORDING – iMOVIE

There is currently not an option for an iMovie backup in Studio C

## RECORDING - SWITCH/CAPTURE

The only way to capture a production from Studio C is to create a switch and capture event to the B3400 in TelVue (See SWITCH and CAPTURE Procedures).

## BASIC PRODUCTION

1. If you are using the green screen, it should be set up and properly lit before production.
2. Cameras should be positioned in the general area of the subject they are to capture.
3. Microphones should be in position and audio checked.
4. Any graphics should be typed and in place - ready to place on screen.
5. Still images and video roll-ins are not available options at this time.
6. Virtual sets (if used) should be picked and on screen.
7. When all is set to go, alert the host and/or guest
8. Use Vaddio Production View Superjoystick to control pan and zoom on cameras
9. To switch between cameras, use the Tricaster VM switcher or the on screen tabs (1, 2, and 3) on the Tricaster interface. Click or press the "Auto" or "Take" tabs to switch between cameras. On screen, your live shots are titled "LIVE" and preview shots "PREVIEW". On the switcher, live shots are "LIVE" and preview is "NEXT".
10. To the right of the on screen switcher are a number of "TRANSITIONS" that you can select to transition between shots.

## SHUTDOWN

1. Any props, chairs, or other set items should be returned to their proper storage area or taken with you (if you brought them).
2. Alert a staff person to stop the recording of your production on the Canopus MPEG recording station.