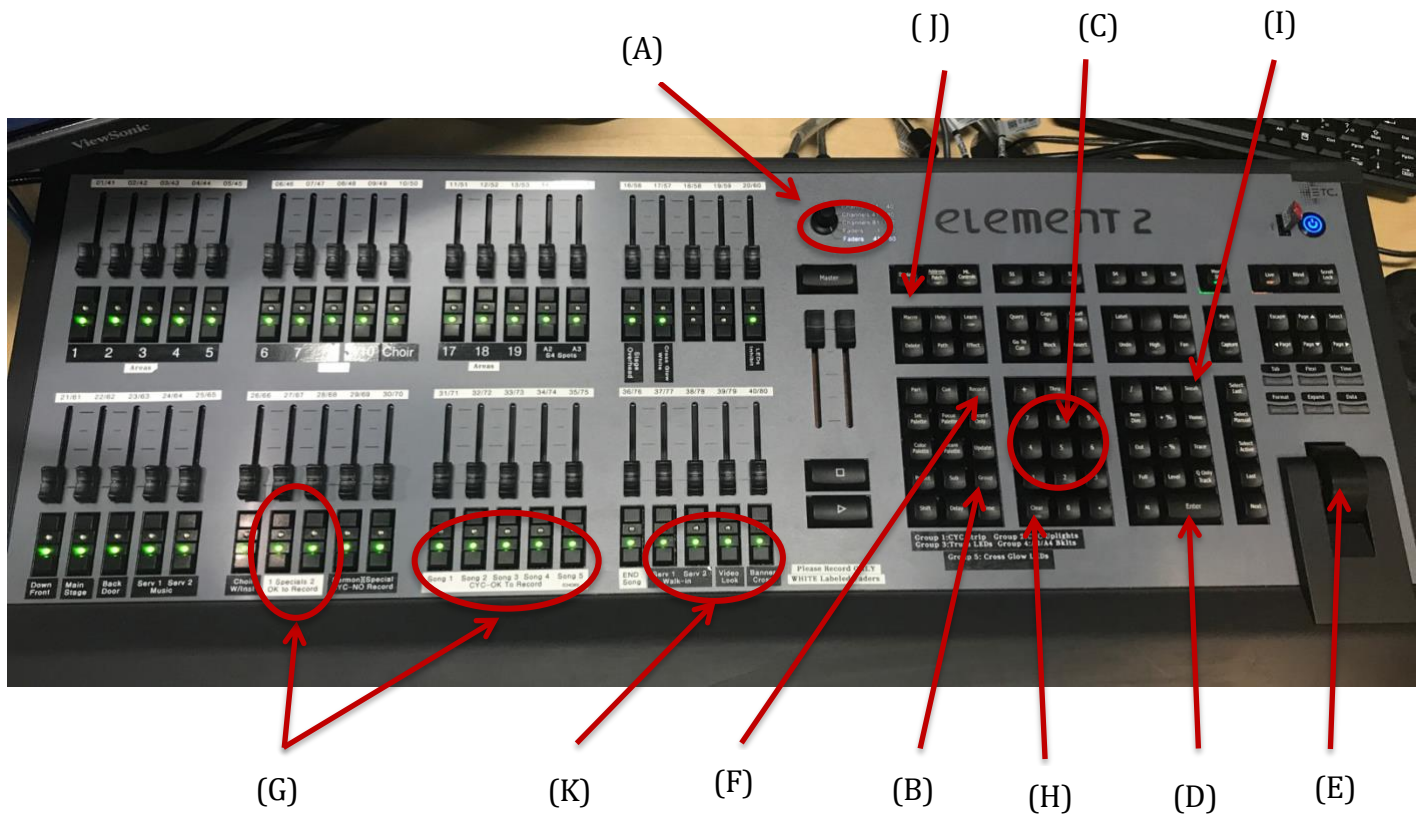


## Lighting Operator - Quick Reference

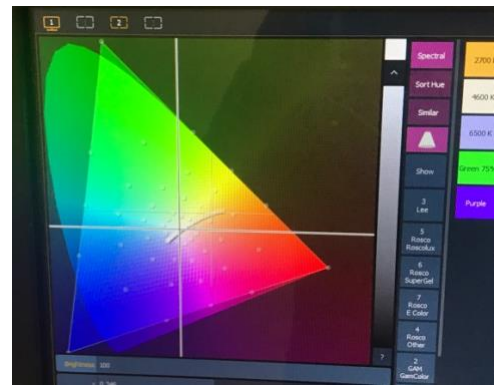
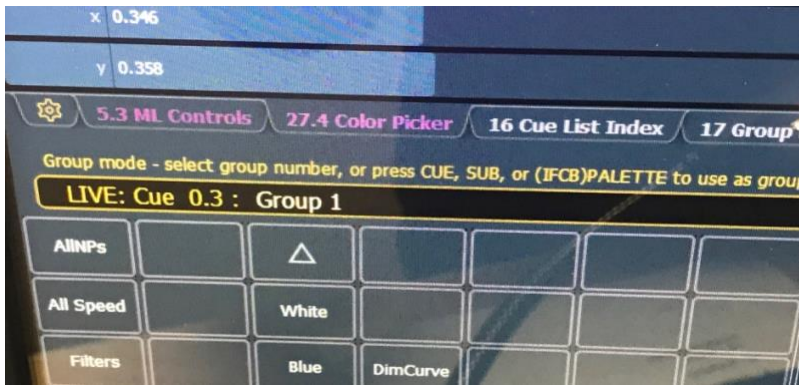
The lighting operator brightens or dims the lights at the appropriate times during the service. They also program the colored lights before the service. Their role is to bring focus and attention to certain areas on stage during a service. They are vital in ensuring the cameras have enough light for good image quality.

- Each song during the service has its own colored lighting theme. The songs that have words on the front projector screens with a background graphic you can match the color lights to the background. The songs that do not have a background graphic (if the camera or logo is on the screen) you can pick the color style you want for the color lights.
- The first service uses the “**CYC Strip**” (Group 1), “**CYC Uplights**” (Group 2), “**Cross Glow LEDs**” (Group 5), and the “**C Stage LED BKLT**” (Group 9) lights. The second service uses “**CYC Strip**,” “**CYC Uplights**,” “**Truss LEDs**” (Group 3), and “**Cross Glow LEDs**” lights.

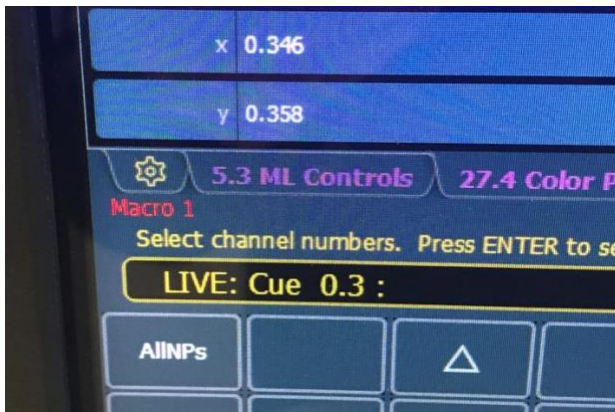
### Layout of the Lighting Board



- Make sure you are in the correct **Fader** bank (A), service 1 is Faders 1-40 and service 2 is Faders 41-80. Before you change services, move all the faders to off so no lights are on stage. Just turn the dial (A) to the correct one. Start programming the color lights for each song. Have the graphics operator put up the background slides on the front screens. Find the two or three dominant colors in the graphic that complement each other well. With those colors in mind, press the **Group** button (B), press number 1 on the **number pad** (C), hit **Enter** (D) to select group 1 **Strip** lights. Use the **scroll wheel** (E) to turn the brightness up for them (doesn't have to be all the way to 100%). Use the mouse or touch the screen to select from the color palette the color you want.

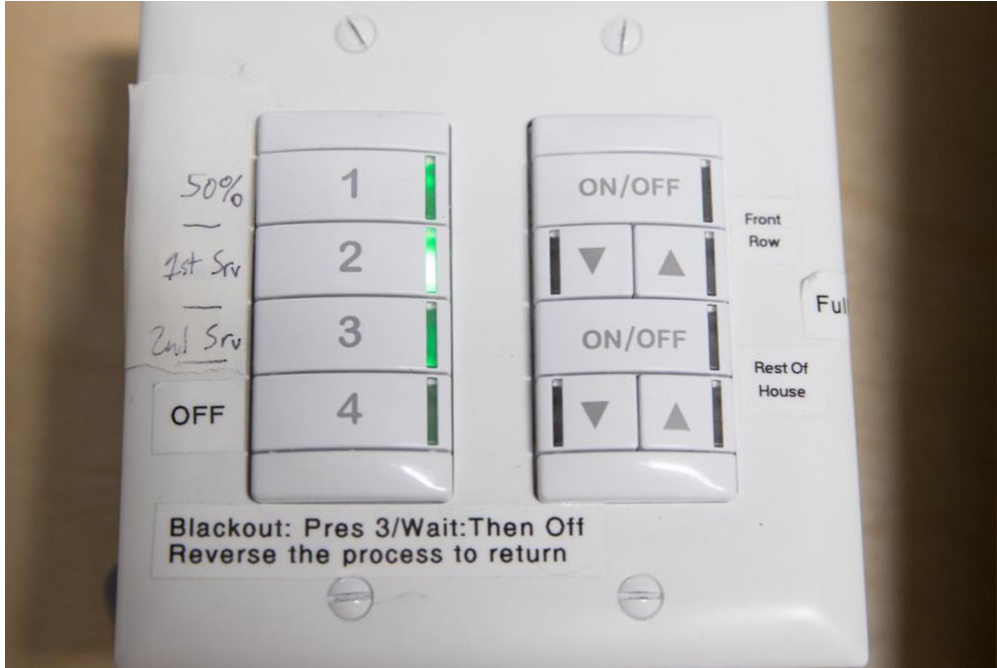


- You should see the **Strip** lights change color. You can use the scroll wheel **(E)** to change the brightness. Once you get the color you want for the **Strip** lights, move on to the next group. Press group, then the number, enter, and turn up the brightness. Select the color and move on to the next one. When you are ready with your all your colors for the song, you can record it to a preset button in **(G)**. Click **“Record” (F)** then the button that corresponds with the song number **(G)** or order in the service.
  - You don’t want the colored lights to be too bright that they immediately capture your attention or over expose in the background of the camera shots.
  - Time is often limited to program the lights (especially before second service), so be quick in choosing the color themes.
  - Do not record over any of the black labeled presets. Only record on the white labels.
- Go through each song and program them. When you are finished, you need to clear out from each preset the white stage lights, so only the colored lights are left in the song presets. To do this, clear out your command line by pressing **Clear (H)** a few times. Then press **Sneak (I)** and you should notice all the colored lights slowly go blank. Now let’s run the Macro by pressing **Macro (J)** and the number **(C)** to correspond with which service it is 1 or 2 and press **Enter (D)**.



- Turn on the **Walk-in** preset and **Banner Cross (K)** for the corresponding service. Set the **House Lights** to #2.
- As a general rule, you turn on the next set of lights before you turn off the current set of lights. Otherwise you will have a dark stage during the service!

## House Lights switch



## Lighting Operator – Producing the Service

### **Pre-Service arrive 7:45am / 9:40am**

- Look through the order of service on the tablet. Envision when you will be changing lighting cues as you go through the service.
- Start programming the color lights for each song. Have the graphics operator put up the background slides on the front screens.
- When you are all done programming the lights, it can be helpful to put up each preset to make sure it recorded properly. Then turn on the **Walk-in** preset and **Banner Cross** for the corresponding service. Set the **House Lights** to #2. Turn on lights for Area 2 if the piano is playing prelude.

### **Opening – Video announcements**

1. Turn **House Lights** to #3 and turn on **Video Look**. Turn off **Serv Walk In** lights.

### **Worship Music**

2. After the announcements video, turn on **Serv 1 Music, Song 1**, and **House Lights #2** or if it is second service: **Serv 2 Music, Song 1**, and **House Lights #4** and turn off **Video Look** for both services.

*Be quick and prepared – it's not good for the music pastor to be welcoming people when it's completely dark on stage. It's best to turn on the Serv Music lights first before any other lights.*

3. As the songs are progressing, change the **Song** preset for each song. Typically you change when the first note of the next song is played or when the background slide on the screens is about to be changed. If you click both the current and next preset button at the same time, it will automatically fade out of the current colors and into the next colors.
4. Be ready to transition the lights to whatever is coming up next, whether it is the Choir (**Choir w/ Inst**) or Prayer for the Offering (**DownFront**).
  - Be watching the order of service to know what the last song is and look at the GFX1 preview monitor to see how close we are to the end of the last song.

## Prayer for Offering

5. Turn on the **DownFront** lights before the pastor gets up to pray. You can leave the previous song's colored lights on and then transition to the next color lights while he is praying. Also for the second service, turn the **House Lights** to #2 as he is praying.

## Sermon

6. If the pastor begins the sermon down front, use **DownFront**. If he begins the sermon on stage, use **Main Stage**. You can now switch to the **Sermon** color light preset.
7. When the pastor transitions from down front up to the stage, be ready to change the lights to **Main Stage**. *Remember to turn on before you turn off.*
8. Now is a good time to double check all the lights to make sure none are on or off that shouldn't be.
9. As the sermon is ending, the pastor may conclude up on stage, or he might keep talking as he walks down front. Be ready for either. As the pastor is praying, you can leave the **Main Stage** lights on and turn on the **Music** lights. During the prayer you can also switch from the **Sermon** colored lights to the **END Song** and if in second service, turn the **House Lights** to #4.

## Closing

10. Once the music starts and the pastor who preached leaves, you can turn off the sermon **Main Stage** lights.
11. Be ready for the pastor to pray after the closing song. You'll need to turn on **DownFront**. In the first service leave the **Music** lights on until he is done praying then turn the **Music** lights off. As well, turn on the **Serv 1 Walk-in** and turn off the **END Song**. In the second service leave the **Music** lights on until he is done praying then turn the **Music** lights off, turn **House Lights** to #2, and turn on the **Serv 2 Walk-in** and turn off the **END Song**.

Updated  
12/22/15

# Stage Areas Layout

(For Video and Lighting)

(Greyed out numbers not covered by lighting)

