## EGLINGHAM VILLAGE HALL

## Audio Visual Guide for users of the hall

At Eglingham Village Hall we have a permanent projector and 120" screen plus a wired in sound system, installed for your use.

The projector can be connected using either HDMI or VGA cables.

The best connection is via HDMI, relatively modern laptops and PCs (Windows, Chromebook & Mac) with this connection can be connected, as well as bluray players and modern games consoles. The Hall currently can supply a 5m long HDMI cable - which means that presentations can be made from the body of the hall

For older laptops there is a VGA connection but we can only supply a 1m VGA cable so the laptop will have to be sited on the right hand corner of the stage, unless you have your own long lead.

We have a wireless remote device for switching slides; note, it only works with PowerPoint presentations.

If you have notified us the screen will be lowered and in position.

When the hall is opened for your hire, someone will be there to help you make the initial connections.

Please note: for our insurance purposes, all equipment that you bring in should have been PAT tested within the past 12 months.

**The sound system** has "line in (left/right)", "mic in", "combi in" and "aux in". The "aux in" is twin phono plug the others will accept either standard jack plug or XLR cable. The hall has a wired microphone and stand.

To play recorded music you can bring a CD player, MP3 player or smartphone and connect it to the "aux" input using our supplied 3.5mm jack to twin phono cable.

If your equipment exceeds the inputs listed above you will need to bring your own mixer/amp which can then be plugged into "combi" or "aux".

Again, when the hall is opened for your hire, someone will be there to help you make the initial connections.