

St John's Methodist Church Whitstable

Integrated Video and Audio System

Notes and guidance for preachers and content providers

Overview

St John's has an integrated video and audio system installed in the church operated from the organ loft at the back. Two 2 x 1.5 metre screens are positioned on the front wall and two pairs of speakers on the side walls. An induction loop system is in use for those with suitable hearing aids that have a T setting. There is a microphone installed on the pulpit and radio microphones are also available from the steward in charge. Window blinds have been installed to reduce the light level in the church. There are a growing number of people in the church who are trained to prepare content and operate the system on a rota. The steward in charge can help and advise and is your first point of contact. Please refer to the two pictures at the end of this document for views of the church and preachers screen at the rear of the church.

'OpenSong' Software

This is free software and is available for download from the internet and it can be installed on anyone's PC. If you would like to prepare your own service slides or would like an example of a previous service (in PDF format so you will not need the software to view) then see contacts for advice and assistance.

Already installed on our system are:

Singing the Faith, 790 Songs

Songs of Fellowship, four books, total 2200 songs.

We can use any other songs but these have to be entered in by hand, therefore we ask you to supply these in plain text format by e-mail.

We can only project songs covered by the CCLI licence.

The following Bibles for scripture readings:

NRSV New Revised Standard Version

NIV New International Version

KJV King James Version

Note: Please specify which version otherwise we will normally use the NRSV as default.

<http://whitstablemethodist.org.uk/>

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Sermon

We can include pictures and text for bullet points. We suggest that 3 to 6 pictures is enough, however this is entirely up to the preacher. Otherwise please let us have the theme of the sermon and we will endeavour to provide a picture and the theme text perhaps for just a single slide. Please e-mail pictures.

Responsive Prayers

These can be displayed and accompanied by a relevant background slide(s). Please e-mail the text and slides.

Methodist Service Book

This is not available in electronic format so the text would either have to be typed out or the books used as normal. Alternatively the page references can be displayed on a slide. We have some slides for Holy Communion and would need page number, rubric and options required as shown in the MSB.

Church notices

These will be displayed at the beginning or end of the service.

Background pictures for songs, readings, prayers and sermons.

We have a collection of pictures but would also encourage you to provide some if you can by e-mail. Preferred picture format is JPG with a resolution of 1024 x 768 pixels. Pictures down to 640 x 480 pixels are often clear enough but any lower resolution may not be good. Aspect ratio for pictures is 4 x 3 so some pictures may need to be cropped.

'MS PowerPoint' Software

We have MS PowerPoint 2007 if you wish to provide a sermon or presentation in that format. (Older versions will work fine). We will still use OpenSong for the rest of the service.

Video

We can play DVDs or video files using Windows media player. Please provide suitable media like a USB stick or portable hard drive (HDD). The PC is also connected to the church sound system.

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Audio recordings and music

We can play CDs and MP3 files from suitable USB media. There is also a cable provided to interconnect a tape, Ipad or external player, via a miniature stereo jack plug, to the sound desk.

Note: Please be aware of any copyright and performance rights for both music and video that you intend to use.

Contacts

St John's Methodist Church Whitstable at URL below.

Website

<http://whitstablemethodist.org.uk/>

Church layout View



Preacher's Screen



<http://whitstablemethodist.org.uk/>

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