



Certification Test - Prep Basic Equipment

To prepare for the Equipment Level 1 test:

- Study the cables and plugs page and be sure you know what kind of plugs you need for headphones (1/4" phono or a mini-phono) and for microphones (XLR). Ask if it isn't clear.
- Know the different types of plugs listed on the sheet.
- You have a copy of exactly what you need to do for the hands-on part; make sure you can walk through it in your head. Check the assessment sheet for the hands-on part so that you know EXACTLY what will be assessed. Some cautions:
 - Keep track of which channel is which on the mic when you have the extension cables on! Red is Right
 - When putting things away, take the tape off of the mic cable rather than pulling the cable up to loosen the tape.
 - Don't forget the mic clip.
 - When you finish up,
 - the stereo mic cable goes in the mic box
 - the mic goes in the mic box
 - the mic box goes in the "Other" box
 - the long mic cable goes in the "Cable" box (after wrapping)
 - Be able to identify cable adaptors (ex:1/4" male stereo phono to two male RCA)

Certification Test -- Basic Equipment

Hands-on Test: (Must be done with one of the adult advisors or a student with Advanced Equipment Certification watching and scoring the test)

1. Set up mic stand
2. Demonstrate both the "Eiffel tower" stand and a regular boom stand and be able to set them up, raise and lower them and adjust the angle of the mic
3. Demonstrate how to properly adjust the boom so that it is balanced
4. Put mic clip onto one of the stands
5. Identify the mic is stereo and explain how you could tell it was the stereo mic
6. Plug cable into stereo mic
7. Attach mic to stand
8. Add extension mic cords
9. Adjust the stand so that the mic is the correct height for your tester.
10. Demonstrate how to duct tape a cable correctly (use just one small piece of tape for an example - you do not need to tape the whole cable)
11. Disconnect all equipment and put it away correctly while handling carefully:
 1. correctly untape cable
 2. wrap cables
 3. put cables in correct bags/boxes
 4. put clips away
 5. put all equipment back in the correct boxes (cable/other)
 6. fold up both mic stands
12. Identify the adaptors on the table (ex:1/4" male stereo phono to two male RCA)

Here is how your evaluator will check your hands-on work:

- Sets up telescoping ("Eiffel Tower") mic stand so that the base is wide enough to be sturdy
- Demonstrates how to tighten/loosen the sections on the telescoping stand and how to raise/lower the mic on the stand
- Sets up boom stand so that the base is wide enough to be sturdy
- Demonstrates how to adjust the boom so that it is balanced correctly
- Is able to move boom in and out
- Is able to adjust the angle of the boom
- Screws mic clip onto stand
- Plugs mic cord into stereo mic (with the correct end in)
- Places mic on stand correctly and right side up (so that left is facing left & right is facing right)
- Adds mic cord extensions
- Marks right channel cable
- Correctly lines up mic with your mouth and the boom is at an angle upward
- Correctly tapes cables
- Leave some free cable under the mic stand
- Puts mic in pouch and into box
- Puts mic clip in box
- Pulls tape off of cable rather than pulling cable up will still taped
- Wraps mic cables by letting them dictate which way to wrap, not by wrapping around the arm
- Puts stereo mic cable in mic box and other cables in "cable" storage box
- Puts mic box in the "Other" box
- Correctly identifies adaptor cables