

WMFO Staff Meeting

Summer 2015

Ops Update!

Summer 2015 Staff Meeting

Transmitter Issues

- Quiet, variable audio
- Replacing transmitter tonight (9PM-12AM)
 - Webstream only for that time
- New power up/down procedure
 - Stay tuned

Power in Studio A

- Problems with sound board crashing
- New fancy double conversion UPS
 - Should fix problems
 - Sounds like a wind tunnel

AC Policies

- You may:
 - Shut off AC unit during your show, but you must turn it back on when you leave
- You may not:
 - Leave AC unit off
 - Leave Studio C door closed
 - Adjust the temperature setting
 - Open windows
- => Do not fuck with AC units

Phones

- Hang up phones when done
- If you see both SET lights on, shut them off

Bumping into Studio A rack

- Right chair arm approximately same height as overhead monitor switch
- If not working, look for a switch in the top center of rack that was shut off
- Will attempt to remove switch with soldering iron

Oh shit, a problem!

What should you do?

What type of problem is it?

1. Non-critical problem
 - a. Broadcast is not affected
 - b. Auxiliary equipment problems
2. Critical problem
 - a. Broadcast is affected
 - b. Automation, soundboard, phones

Non-critical problem

- Refer to staff manual, troubleshooting help
- Send an email to wmfo-ops@googlegroups.com

Critical problem

1. Use Who To Call list in Studio A
2. Power off transmitter
 - a. Instructions on wall (about to change, stay tuned)
 - b. Email wmfo-ops list to say what you've done
3. Do not leave the studio without either:
 - a. Automation/another DJ broadcasting
 - b. Transmitter off

Computer

- Reboot the computer
 - Use on-screen reboot
 - Use power button
 - Press and hold to power off
 - Release
 - Press to power on

Will release troubleshooting guide

Stay tuned, will be mounted on wall rack in Studio A.

Ops retraining session

When: Next Sunday, Noon-1PM

Where: Studio A

What: Get a volunteer hour and brush up on soundboard skills! Pizza and quality time with Nick.

Getting involved

- Subscribe to wmfo-ops google group (see wiki).
- Shoot an email to ops@wmfo.org
- Project based; contribute and learn as you wish

Wiki Demonstration

Yay!

Last presentation as ops director

- :(
- I will be around next year as a grad student!
- Thanks so much!

DJ Agreements

- Had not reset last semester's agreements
- Please re-submit!
- Come up after for help

New DJ Training

Yay!

New Facebook Group

- Community for WMFO staff and alums.
- See staff email!

Volunteer Day

Next Sunday, May 3rd (will count for this semester)

Time: Noon-5PM

Donations!

\$5760 raised of our \$5000 goal!