

# Microphones

## SENNHEISER - HANDHELD

**Where:** Large lecture theatres.



**Used for:** Occasional voice amplification or audience participation. Audio can also be recorded for Panopto.

**Operation:** The microphone will automatically switch on when it is removed from the charging dock. Allow a few moments for it to pair before speaking. Please return the microphone to the dock when you have finished - it will switch off and begin charging.

### POSITIONING

Hold the body of the microphone without touching the head. Speak directly into the top of mic.



## SENNHEISER - TIE CLIP

**Where:** Large lecture theatres.



**Used for:** Prolonged voice amplification. Audio can also be recorded for Panopto.

**Operation:** The microphone will automatically switch on when it is removed from the charging dock. Allow a few moments for it to pair before speaking. Please return the microphone to the dock when you have finished - it will switch off and begin charging.

### POSITIONING

To find the ideal attachment position, touch your chin to your chest – clip the microphone as close as possible to this point.



## CATCHBOX - TIE CLIP

**Where:** Some larger teaching spaces.



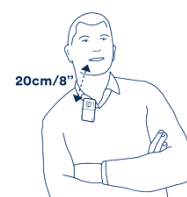
**Used for:** Prolonged voice amplification. Audio can also be recorded for Panopto.

**Operation:** The microphone will automatically switch on when it is removed from the charging dock. Allow a few moments for it to pair before speaking. The microphone can be clipped to your clothing or worn around your neck. A mute button is located on the side of the device.

Please return the microphone to the dock when you have finished - it will switch off and begin charging.

### POSITIONING

Clip to your collar/lapel or wear it around your neck. An optimal distance of 20cm / 8" will provide the clearest sound.



## LECTERN MICROPHONE

**Where:** Lecture Theatres across the campuses.

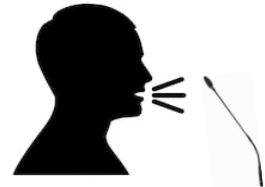
**Used for:** Automatic voice amplification and Panopto audio capture when speaking from behind the lectern.

**Operation:** Lectern microphones are switched on by default and already positioned correctly. Should you wish to mute/unmute the microphone, press the button at the base of the unit, or press CAPTURE -> MICROPHONES -> LECTERN -> MUTE on the Crestron touchscreen control panel.



### POSITIONING

Position the head of the microphone so that it's pointing towards your mouth. It is able to capture audio from a few feet away, so you do not need to speak directly into it.



## CEILING MICROPHONE

**Where:** Centrally booked Seminar Rooms, Agile Spaces and Synergy Spaces.

**Used for:** Audio capture, for use with Panopto/MS Teams etc.

**Operation:** The ceiling microphone can be used for audio capture with the lectern PC, or a user laptop (connected via USB-C). Select *BU Lecture Capture* as the audio input on the PC/laptop.



### POSITIONING

The ceiling microphone will capture audio from anywhere in the room.

