Lakeside PA Systems - LVC & Station (Training)

- How To: Send a Pre-recorded Message (Training)
- How to: Live Page (Training)

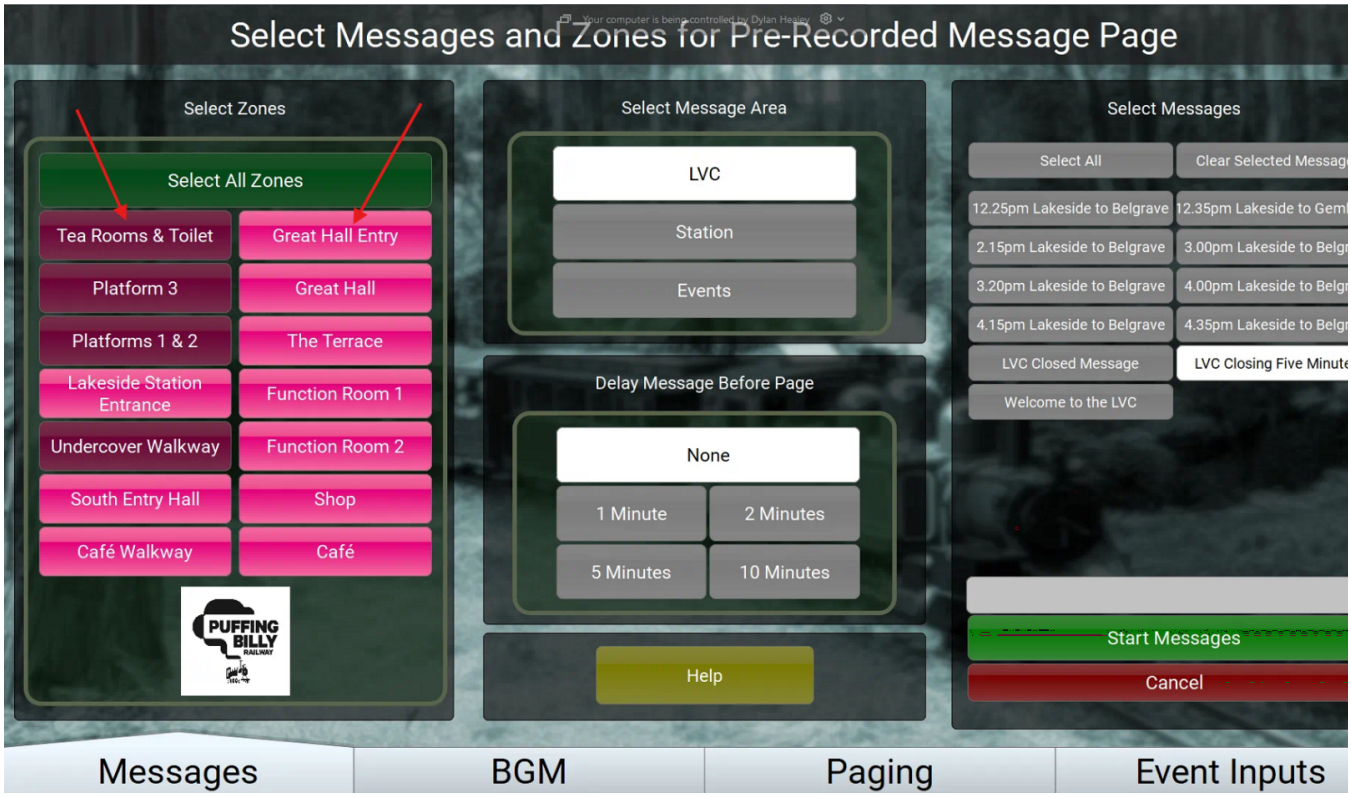
How To: Send a Pre-recorded Message (Training)

This article will explain how to use the PA system for Lakeside Station & LVC Booking office.

Messages / PA Announcements

1. Zones are selected by default. For any changes to the default zones please consult the IT team.

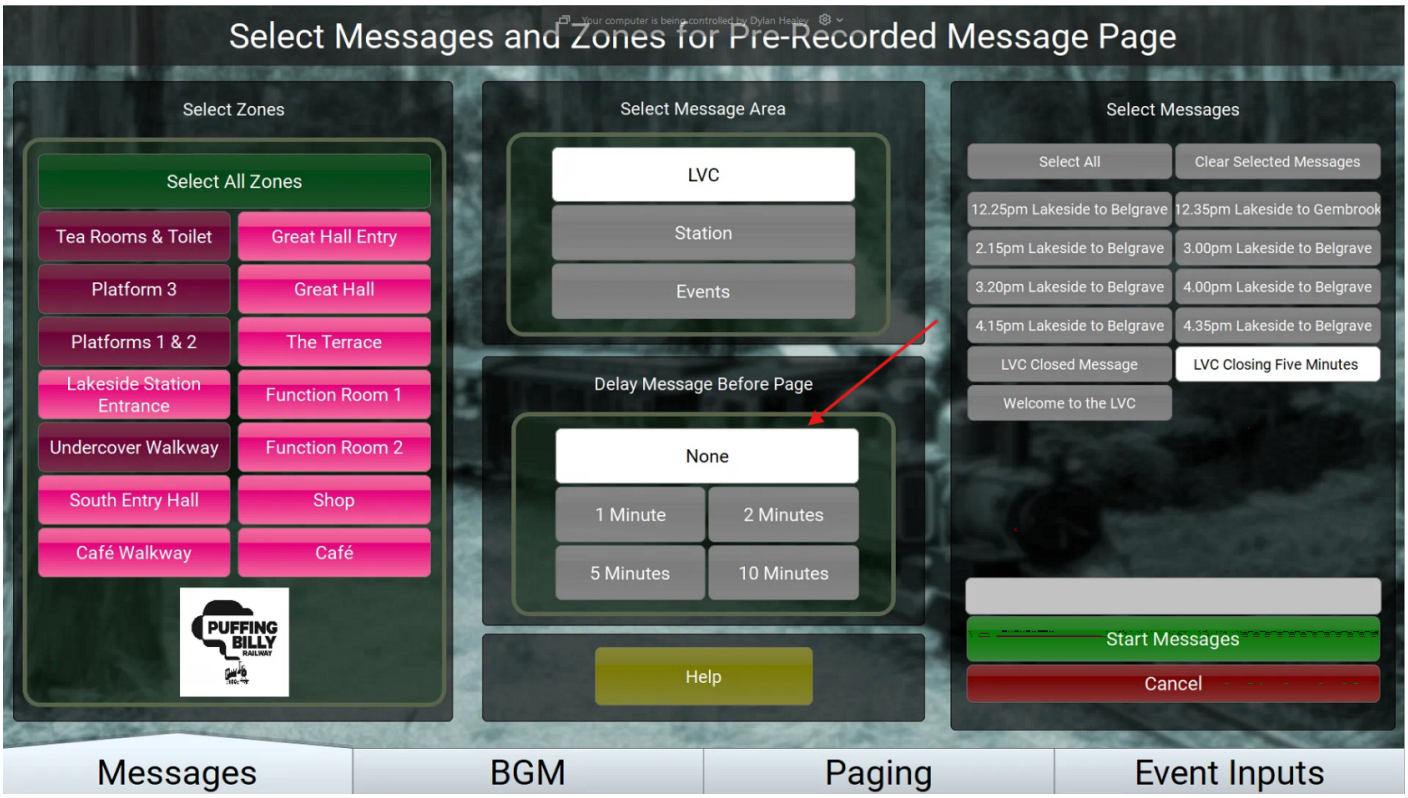
   The zones displayed in **bright pink** are enabled and the PA will play to these zones.



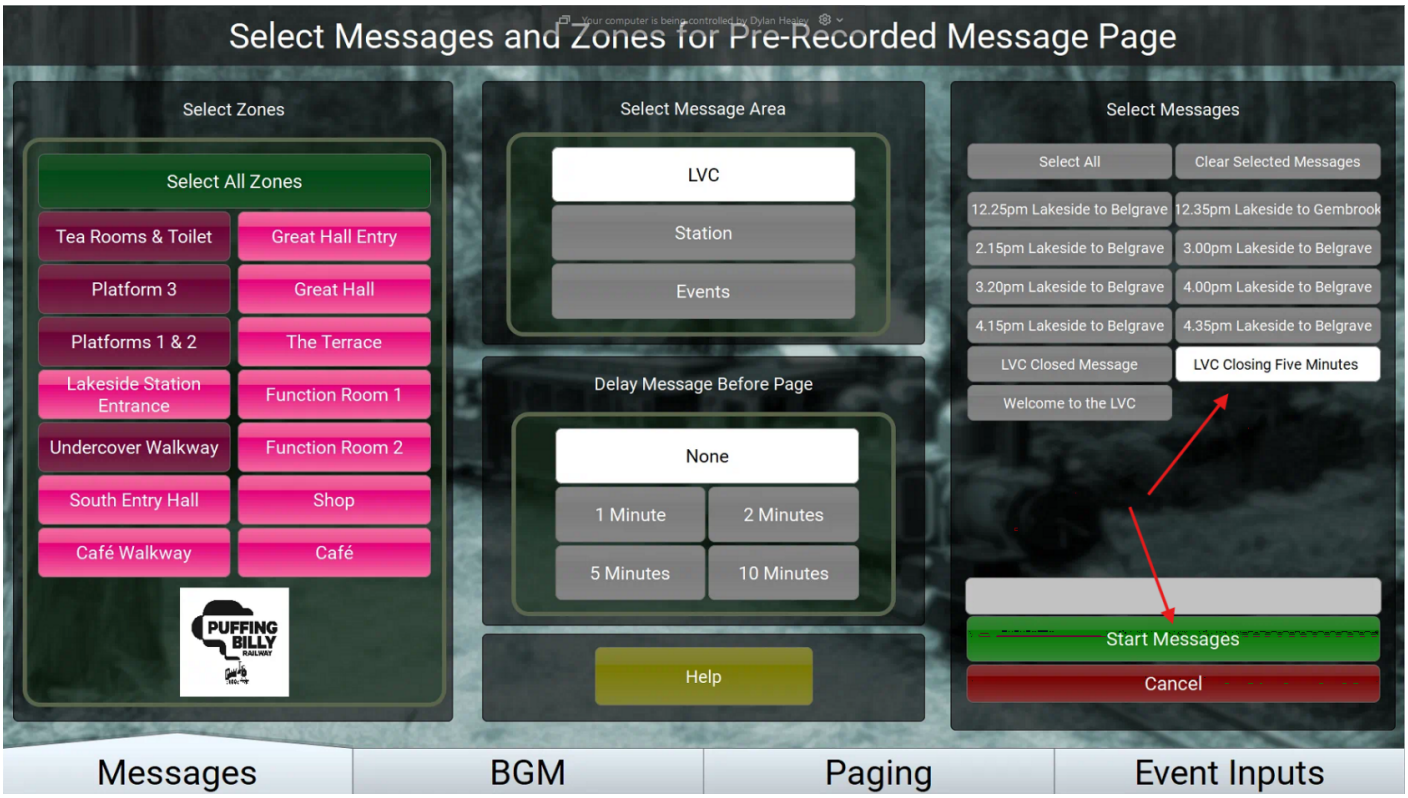
2. The "select message area" box automatically changes the zones. **"LVC"** should be used for the booking office PA. **"Station"** should be used for the Lakeside Station. **"Events"** will only be used for special event announcements.

image.png

3. The "**Delay Message Before Page**" box will delay a message by the selected amount of time if the necessity arises. By selecting "none", there will be no delay for the message. If selecting 1 minute, there will be a 1 minute delay from when you tap "**Start Messages**"



4. The "**Select Messages**" box is where you can select the message that will be sent across the announcement. Once the message is selected, press "**Start Messages**" in the green box down the bottom. The announcement will begin broadcasting through the selected zones.


Your computer is being controlled by Dylan Healey
Select Messages and Zones for Pre-Recorded Message Page
Select Zones
Select All Zones
Tea Rooms & Toilet
Great Hall Entry
Platform 3
Great Hall
Platforms 1 & 2
The Terrace
Lakeside Station Entrance
Function Room 1
Undercover Walkway
Function Room 2
South Entry Hall
Shop
Café Walkway
Café
PUFFING BILLY RAILWAY
Select Message Area
LVC
Station
Events
Delay Message Before Page
None
1 Minute
2 Minutes
5 Minutes
10 Minutes
Help
Select Messages
Select All
Clear Selected Messages
12.25pm Lakeside to Belgrave
12.35pm Lakeside to Gembrook
2.15pm Lakeside to Belgrave
3.00pm Lakeside to Belgrave
3.20pm Lakeside to Belgrave
4.00pm Lakeside to Belgrave
4.15pm Lakeside to Belgrave
4.35pm Lakeside to Belgrave
LVC Closed Message
LVC Closing Five Minutes
Welcome to the LVC
Start Messages
Cancel
Messages
BGM
Paging
Event Inputs

How to: Live Page (Training)

Live Paging

If the paging announcement is for the standard areas you can press the button the microphone and talk.



If you need to change what areas the announcement is going to please keep reading.

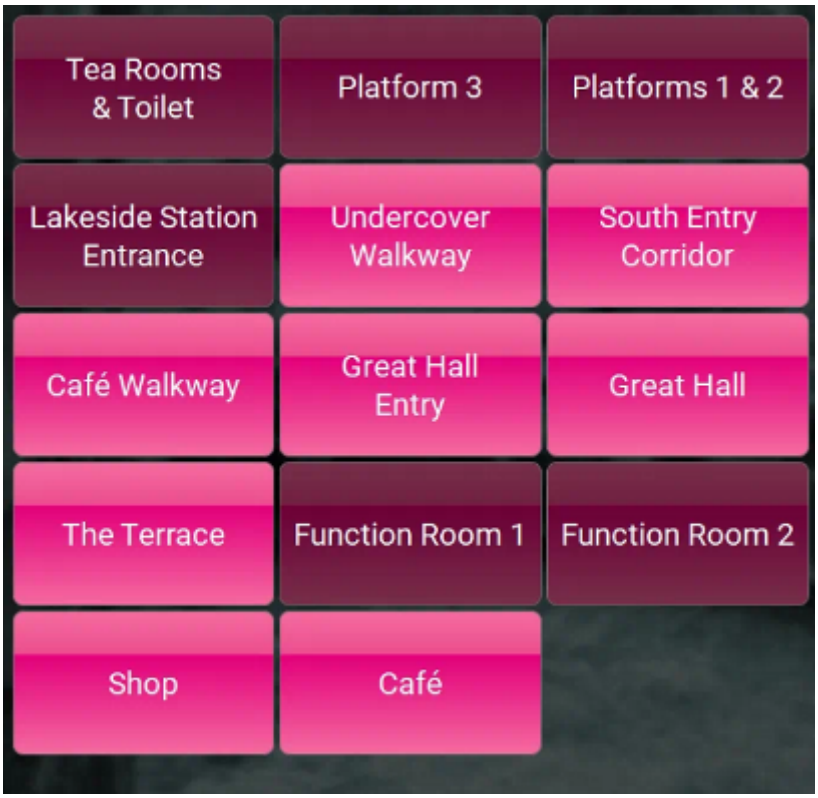
1. The "Live Paging" or "Paging" tab is where you will be able to select the zones (areas) to announce to with the microphone.

image.png

2. The buttons highlighted in **bright pink** are the areas the announcement will be broadcast. The zones selected below are the default zones for the Lakeside Station. The unselected zones are the default zones for inside the LVC.

The selected zones are saved when clicked, if these are changed please be sure to change them back.

Currently default zones for the LVC PA are:



The default zones for the Lakeside Station Master PA are:



3. Once the zones have been selected press the button on the microphone and begin to talk.