On this board, for 99% of the time, you're going to want it looking like this.

Everything in GREEN for PROGRAM because that's what you'll record to. And over here, next to the NORMALIZE button, we've got a GREEN square.

Now, this means that most of the buttons on the board will be locked; won't do very much, and you can't screw up the sound by, say, turning these knobs or pressing these buttons.

Nothing occurs.

But there are some functions that are hidden and can be unlocked.

By pressing this GREEN button and changing the color, we unlock certain features.

We'll start with the YELLOW button.

When you press it and it turns YELLOW, you can now adjust the GAIN on the source by turning these knobs.

If you look down at the bottom here, you see that the GAIN is adjusted as I turn this knob.

Most of the time you won't need that, but if you have a guest who, say, is super quiet or super loud and you just can't get them within range by using the fader alone, you turn the board into YELLOW and you adjust the GAIN level.

Now to change the sources - because these boards are super fancy and you can bring up any source anywhere in the building – so, let's say I wanted to listen to a person who is sitting in the NEWSROOM at the controls at news or someone in STUDIO B, I'd have to go over here, press the YELLOW button until it turns RED - now you see there are multiple buttons that have lit up.

Now, these knobs will let me change.

I know I don't need the cassette for the test today, but let's say I need a STUDIO B microphone because someone is sitting in STUDIO B and I have five guests instead of the four allowed by my mics in STUDIO C.

You turn the knob, and as you turn it, you see the name change. Once you find KPFB LOCAL MIC or KPFB PROGRAM, in this case either one will work, we turn it on and now this fader actually controls the microphone in KPFB.

So, once again, we make sure this button is pressed until it's RED and then you turn the knob above the source you're trying to change until you find the one you're looking for; you press the knob, and it locks in the new source. These buttons that have lit up that say SOFT, they are a bit

of an advanced feature that will be shown in a later video, but they allow you to connect guests OFFLINE directly to hosts in the studio.

When you're done with the board - especially if you have changed any sources - remember: relock the board in GREEN, turn ALL of your faders OFF, press the BLUE button to NORMALIZE the board, and now we brought the cassette back because that should be in the production studio not the KPFB microphone.