



Welcome to the Spark Studio @ 12C – a collaborative space for creating podcasts and video content related to all aspects of ideation, building and scaling a startup. Spark Studio is open to all 12C companies and mentors, and community creators who share in the 12C's mission of starting and supporting a high-tech entrepreneurial ecosystem. Record a podcast, invite a guest, sing a song; Just keep it fun, keep it clean and keep it technology / entrepreneurship focused - AT ALL TIMES!

CONTACT INFORMATION
12C: 256.824.6058

SPARK STUDIO
SPARKSTUDIO@UAH.EDU



SPARK STUDIO MANUAL

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CONTACT US
PHONE: 256.824.6058
EMAIL: SPARKSTUDIO@UAH.EDU



HOUSEKEEPING RULES / POLICY & PROCEDURE:



Please read carefully:

- All studio equipment shall be inventoried (microphones, headphones, cables, etc) before and after your sessions as you are solely responsible for ensuring these items don't leave the studio.
- No food or drink within the studio. No alcohol allowed. Only water in a non spill container.
- All trash, pens, pencils, papers, and other personal items should be removed or thrown away.
- Sessions may not be more than 3 hours.
- Back to back sessions cannot be booked. For more time contact 12C for changes.
- Granting studio access to unauthorized persons is strictly prohibited. Booking studio time for unauthorized users is strictly prohibited.
- No one under the age of 18 permitted without prior authorization.
- Equipment is to be used in a safe, orderly, and appropriate manner that does not degrade its normal operation.

HOUSEKEEPING RULES / POLICY & PROCEDURE:



Please read carefully:

- At the end of your time in the studio you must return all items to these locations including but not limited to:
 - All microphones and boom stands should be returned to a natural position (generally, a lowered position with microphones facing the appropriate chair)
 - Headphones in bag and put back in drawer
 - Table lowered back down and chairs put back in the original place
 - All checked out equipment must be returned
- The mixer and headphone amp should be powered down, with all volume controls “zeroed.”
- Ensure that all lights are turned off when leaving.
- Ensure that door is locked when leaving.
- With cleaning supplies, wipe down all equipment used and sanitize the area.
- Complete sign out procedure and return manual.
 - Inventory Checklist
 - Return any checked out equipment
 - Waiver
 - Key
- Person/Group that signed in will be held financially responsible for damage to any studio equipment caused by negligence that occurs during their booked studio time by any member of the party.

INVENTORY CHECKLIST

ITEM DESCRIPTION	QTY
1. Audio - Technica AT2035 20 series microphone with professional still pop filler Sterling PF1	4
2. Studio Monitor Headphones Yamaha HPH-MT7	4
3. RodeCaster Pro Podcast Production Studio Board	1
4. M-Audio BX5 D3 - Powered Studio Reference Monitor	2
5. Rode PSA1 Studio Arms	4
6. Slimpar T12BT Lights	1
7. GoPro Hero 7	2
8. COLOR Band PiX	1
9. Samsung NU6900 Series 50" HDR UHD Smart LED TV/ Monitor	1

INVENTORY DETAILS

Please check all inventory before and after using the Spark Studio. This sheet is to be signed, dated and returned to 12C staff prior to leaving the Spark Studio space.



Sign and date below:

INVENTORY CHECKOUT LIST

These items must be checked-out for use

ITEM DESCRIPTION	QTY CHECKED-OUT	QTY CHECKED-IN
1. Studio Monitor Headphones Yamaha HPH-MT7	<input type="checkbox"/>	<input type="checkbox"/>
2. GoPro Hero 7	<input type="checkbox"/>	<input type="checkbox"/>
3. TriPod	<input type="checkbox"/>	<input type="checkbox"/>

INVENTORY DETAILS

Please check all inventory before and after using the Spark Studio. This sheet is to be signed, dated and returned to 12C staff prior to leaving the Spark Studio space.



Sign and date below:

USER GUIDE

**RØDECASTER™
PRO**

KEY FEATURE SHEET



KEY FEATURES

- (1) Large colour touch screen for accessing settings, presets, etc
- (2) Press for instant recording to microSD card
- (3) Instant sound effect playback buttons
- (4) Level controls for microphones
- (5) Level controls for USB, mobile and Bluetooth audio sources
- (6) Sound effect level control
- (7) Buttons to access sound settings for microphones
- (8) Separate headphone volume controls for up to 4 people
- (9) Volume control for speakers
- (10) Mutes the audio source
- (11) Solo button to listen to the source on its own
- (12) Bluetooth pairing and status button; press and hold to pair a Bluetooth device
- (13) 3.5mm TRS master headphone output (headphone output 1)



USER GUIDE

Please scan the QR code or visit the website below
for more information about the Rodecaster Pro.



http://cdn1.rode.com/rodecasterpro_quickstart_guide.pdf

http://cdn1.rode.com/rodecasterpro_key_feature_sheet.pdf



USER GUIDE



Connecting your microphone

- i.
- ii.
- iii.
- iv.



Connecting your phone with a cable

- i.
- ii.



Connecting your phone via Bluetooth®

- i.
- ii.
- iii.



USER GUIDE



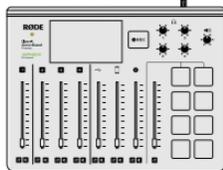
Playing music from your computer

- i.
- ii.
- iii.



Recording a podcast to a computer

- i.



Recording a podcast to a microSD™ card

- i.
- ii.



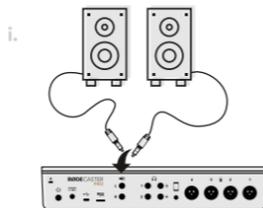
USER GUIDE



Connecting your headphones



Connecting your speakers





Lights App Information

Safety Notes:

1. Ensure that the power cord is not crimped or damaged
2. Never disconnect the product from the power source by pulling or tugging on the cord
3. Make sure there are no flammable materials close to the product while it is operating
4. Avoid direct eye exposure to light source when the product is on
5. Do not touch the product's housing when light is on, it can be very hot
6. Be sure that no ventilation panels on the housing are blocked

Bluetooth Control:

1. Download the BT Air Application (iOS or Android)
2. Enable Bluetooth on your device
3. Connect product to power
4. Press <MENU> repeatedly until bLE shows up, then press <ENTER>
5. Open app to see a pairing screen and connect your device

For more information:

https://www.chauvetdj.com/wp-content/uploads/2018/03/SlimPAR_T12BT_UM_Rev4.pdf





CONTACT INFORMATION

Emergency and Technical support

Contacts

Invention to Innovation Center: 256.824.6058, i2c@uah.edu

Nicole Howard, Program Coordinator - 12C: 256.824.4223, nicole.howard@uah.edu

Spark Studio: sparkstudio@uah.edu

Studio Hours

The Spark Studio is open 9am - 5pm Monday through Friday



Have Fun & Enjoy



A note from the Spark Team

Spark Studio is a place to let your innovative conversations flow! We hope that you find this fun, high-tech space inspiring to those conversations. So put the headphones on, turn up the sound, and spark some ideas through your very own podcast.

If you have any questions or concerns, come visit us at the front desk, we would be happy to help.

Have fun and enjoy the Spark Studio, fellow innovators!



INVENTION TO INNOVATION CENTER (12C)

Contact us

Phone: 256.824.6058

Email: sparkstudio@uah.edu