Thank you for choosing the W355 Lectern from AmpliVox Portable Sound Systems. We are excited in introducing this truly unique lectern. Our lectern combines flexibility with functionality. Please refer to this user guide as you enjoy the unique capabilities of another quality product from AmpliVox Portable Sound Systems.

We encourage you to visit our website www.ampli.com to register your product for its warranty coverage, sign up to receive our newsletter, download our catalog, and learn more about the complete line of AmpliVox audio visual products, including portable PA systems, and other lecterns.

GETTING STARTED:

Unpack all pieces. Save the packing and the box in case you need to return the lectern for any reason. Make sure you have all the pieces and check for any damage.

Parts List
- Reading Surface
- Column
- Base
- "L" Bracket - Item 1
- Short Thumb Screw - Item 2
- Long Thumb Screw - Item 3
- Large Washer - Item 4
- Threaded Smooth Knob - Item 5

TOOLS NEEDED: None

ASSEMBLY:

ATTACH COLUMN TO BASE:
Place the column on the floor laying on its side (Fig.1). Bottom of column is flat, top is angled. Backside is the low point of top angled surface. Take the base with the large block facing the underside of column and insert the block into column. Secure with long thumb screw (Item 3) and large washer (Item 4). Screw until tight.

ATTACH READING SURFACE:
Attach the "L" bracket (Item 1) to the bottom side of the reading surface as shown (Fig.2) using the Threaded Smooth Knob (Item 5). Position bracket so that the long leg is facing wood block. Both legs of bracket are same length.

Position the reading surface with the book stop at the low point of column angle. Lower onto column. Push the reading surface forward until it stops. "L" bracket should be in alignment with threaded inset in column. Take short thumb screw (Item 2) and going through hole in "L" bracket, screw into inset until tight, securing reading surface to column.
ASSEMBLY - CONTINUED

- Stand up. If assembled correctly, your new lectern should look like this.

IF YOU HAVE ANY QUESTIONS OR PROBLEMS PLEASE CALL OUR CUSTOMER SERVICE DEPARTMENT AT 1-800-267-5486

WARRANTY

Limited Six (6) -Year Warranty

AmpliVox warrants this product to be free from defects in materials and workmanship (subject to the terms set forth below) for a period of six (6) years from the date of purchase ("Warranty Period").

During the Warranty Period, AmpliVox will repair or replace (at AmpliVox discretion) this product or any defective parts ("Warranty Service").

Repair or replacement under the terms of this warranty does not give right to any extension or a new beginning of the period of warranty.

CLAIMS UNDER THE WARRANTY

To obtain Warranty Service, contact AmpliVox (800-267-5486) to be assigned a Return Authorization number (RA#). After receiving a RA#, the defective unit is to be returned to AmpliVox in either its original packaging or packaging affording an equal degree of protection. You will bear the cost of shipping the product to AmpliVox. If the product is covered by the warranty, AmpliVox will bear the cost of shipping product back to you after the completion of service under this warranty.

Return shipping will be charged to you for products not covered by the warranty or requiring no warranty repair.

The following information must be presented to obtain Warranty Service: (a) the RA# must be clearly and legibility marked on the outside of shipping carton, (b) proof of purchase, which clearly indicates the name and address of the seller, the date of purchase and the product type, which is evidence that this product is within the Warranty Period. Please further include (c) your return address, (d) daytime telephone number, and (e) reason for return.

LIMITATION OF WARRANTY

This warranty is only valid for the original purchaser and will automatically terminate prior to expiration if this product is sold or otherwise transferred to another party. The warranty provided by AmpliVox in this statement applies only to products purchased for use, and not for resale. It does not apply to open box purchases, which are sold "as is" and without any warranty. Specifically exempt from warranty are limited-life consumable components subject to normal wear and tear, such as microphone wind-screens, ear cushions, modular plugs, ear tips, decorative finishes, batteries, and other accessories. This warranty is invalid if the factory-applied serial number, date code label, or product label has been altered or removed from this product. This Warranty does not cover cosmetic damage or damage due to misuse, abuse, negligence, Acts of Nature, accident, disassembling or modification of, or to any part of, the product. This Warranty does not cover damage due to improper operation, maintenance or installation, or attempted repair by anyone other than AmpliVox. Any unauthorized repairs will void this warranty.

REPAIRS OR REPLACEMENTS AS PROVIDED UNDER THIS WARRANTY ARE THE EXCLUSIVE REMEDY OF THE CONSUMER. AMPLIVOX SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY ON THIS PRODUCT. EXCEPT TO THE EXTENT PROHIBITED BY LAW, THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS AND IMPLIED WARRANTIES WHATSOEVER, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PRACTICAL PURPOSE.

NOTE! This warranty gives you specific legal rights. You may have other rights which vary from location to location. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages or implied warranties, so the above exclusions may not apply to you. This warranty does not affect your legal (statutory) rights under your applicable national or local laws.

Dispose of the product according to local standards and regulations

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Your lectern may not contain all of the electronic modules as shown and explained here. Speakers and lectern microphone are pre-wired. To install gooseneck microphone, pull out connector from microphone holder and snap microphone into connector. Install back into microphone holder.

NEED HELP? Call 800-267-5486

**CONTROL PANEL**

1. **MIC 1:** Adjusts volume level of gooseneck microphone on reading table.
2. **MIC 2:** Adjusts volume level of microphone plugged into the MIC 2 input jack on amplifier.
3. **AUX:** Controls output level of device that is plugged into the L/R RCA jacks.
4. **BASS:** This control cuts or boosts the bass level.
5. **TREBLE:** This control cuts or boosts the treble level.

**16 CHANNEL WIRELESS RECEIVER**

- Channel Display (A)
- RF - Radio Frequency Indicator (B)
- AF - Audio Frequency Indicator (C)
- ASC / IR - Auto Channel Select (Handheld Only) (D)
- Select Buttons - Manual Channel Selection (E)
- Mute Level Adjustment (F)
- Volume Control (G)

**RECEIVER / TRANSMITTER SETUP:**

- The receiver has its own **POWER / VOLUME** Control (G). Turn Power On. A Frequency Channel will appear in the Channel Display (A). Press Select Buttons (E) to select a channel. Channel number must match channel number on wireless transmitter.

- The transmitter bodypack is operated by 1 - "AA" 1.5 Volt alkaline battery. Slide off battery cover (H) and install battery as shown. Make certain the battery is fully seated in its compartment so the cover slides in place easily. Battery life with alkaline batteries is approximately 8 hours of operating time.

- Select a channel (1-16) on side panel (I) using the supplied screw driver to select channel number. Channel selected should match channel on receiver. When transmitter and receiver are set to correct channel the RF indicator (B) will glow red when transmitter is turned on.

- Plug the Lapel microphone into the Mic Input Jack (K). The microphone can be clipped to a necktie or other clothing, using the supplied clip. The lapel mic should be placed under the chin, as close to the center of the body as possible.

- Slide the power **ON/OFF** switch (J) to the **ON** position (the LED indicator light will illuminate green). Replace batteries when this LED turns red.

- **MUTE LEVEL** (F) is set at half way mark when it leaves the factory. If speaker sound is breaking up, turn level clockwise with small screwdriver until condition improves.
If you are using the AmpliVox S1695 Wireless Handheld Microphone Transmitter, screw off the lower bottom section of microphone and insert 2 - "AA" 1.5 Volt alkaline batteries.

**IMPORTANT:** Because the microphone has an AUTO SYNC function, you first select channel you wish to use on the receiver. Then press the ASC button (D), the IR light will start to flash. Turn on microphone and point end (6) of microphone at the flashing IR light on receiver and the microphone will auto sync to the same channel as selected on the receiver.

**BATTERIES**
1. Hold the body of microphone in hand and twist off bottom section of microphone.
2. Insert two "AA" batteries.
3. Twist bottom section back on to microphone.

**BATTERY STATUS**
The life expectancy of the two batteries is about 10 hours. When the "BATTERY" symbol on the display screen keeps flashing the batteries should be replaced immediately.

**Functions**
1) Interchangeable Microphone Head
2) LCD Screen
3) Power / Mute Control Switch
4) Select Button
5) Microphone Input Sensitivity Adjustment—Is used to set the gain of microphone. If you are a soft talking speaker you will need to turn the control counter clockwise. Turn clockwise if you are a loud talker. Use plastic screwdriver that is supplied.

- **TURN ON MICROPHONE:** Push and hold the "POWER/MUTE" (3) button until LCD screen lights up.
- **TO MUTE:** Press "POWER/MUTE" button twice to MUTE. Channel number will flash when muted. Press button again twice to remove "MUTE".
- **TURN OFF MICROPHONE:** Push and hold the "POWER/MUTE" (3) button for 2 seconds to turn microphone "OFF".
- **SELECT CHANNEL (Manual):** Press and hold the "SELECT" (4) button for 2 seconds until you only see the word Channel and channel number. To change channel, when flashing, press the "SELECT" (4) button until you reach the desired channel. Flashing will stop after 10 seconds and channel is now set.
- **LOCK / UNLOCK CHANNEL:** Push the "POWER/MUTE" (3) button and "SELECT" button at the same time to lock or unlock channel. When locked, channel cannot be changed. "LOCKED" symbol appears in upper left-hand corner.
With main power switch (L) on, press \( \textcolor{red}{\text{Play}} \) button (M) to turn Bluetooth pairing on and hold for 4 seconds to enter into the pairing mode.

The RED LED (N) will start to flash, searching for a Bluetooth signal. Search function will stay active for 10 minutes. If no signal is found, this function will shut off. During the search function turn on your Bluetooth device for pairing. On your Bluetooth menu of your device, choose pin code 0000. Once paired, red LED will stay on.

Use this \( \textcolor{red}{\text{Play}} \) button (O) to move to the next song or \( \textcolor{red}{\text{Pause}} \) (P) to play previous song. Use \( \textcolor{red}{\text{Stop}} \) (M) to pause. When paused you will need to press again to start playing.

VOLUME CONTROL (L) Use to adjust the volume of the Bluetooth material.

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IMPORTANT

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:
(1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

The unit's circuitry may cause interference to nearby radios. To prevent interference, either switch the unit off or move away from the affected radio.

NOTE: This equipment complies within the limits for a class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

• Increase the separation between the equipment and receiver.
• Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
• Consult the dealer or an experienced radio / TV technician for help.

NOTE: Shielded cables may be required to be used with this unit to ensure compliance with the Class B FCC limits.

TROUBLESHOOTING GUIDE

PROBLEM & ITEMS TO CHECK

UNIT WILL NOT TURN ON
• Is unit plugged in?

SOUND IS MUZZLED
• Bass too high
• Treble too low

FEEDBACK: A LOUD SQUEALING, SHRILL OR HOWLING SOUND THAT IS SELF GENERATED
• Feedback occurs when a microphone is too close to the speaker or the microphone volume is too high, or the microphone is pointed towards the speaker. It is also caused by sound reflecting off hard surfaces.
• Reduce or eliminate Feedback by
  - Pointing the microphone in a different direction
  - Keeping the microphone BEHIND the speakers
  - Turn down the volume levels

POWER IS ON, BUT NO SOUND
• Check main volume level.
• If using wireless, be sure receiver and transmitter battery is installed and both units are turned on.

MICROPHONE SIGNAL IS WEAK
• If microphone has batteries, check batteries.
• Check cables/connections.

WIRELESS MIC DOES NOT WORK
• Check that transmitter batteries are fully charged and ensure transmitter is on.
• Does yellow "signal" LED light when transmitter is turned on?
• Are the transmitter and receiver on the same channel? (1-16)

WIRELESS MIC CUTS IN AND OUT
• Is unit visible (line of sight) from user? If not, move unit into view when using wireless microphone.
• Does the yellow "signal" LED go out when signal drops out?
• Check battery in transmitter.

MAKES BUZZING NOISE
• Check cables – a damaged cable will cause this. Unplug cables one at a time until buzzing stops.
• Check for Ground loops – use a ground loop isolator where needed.

NEED HELP? Call 800-267-5486

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