

U3A Welwyn Hatfield Tour Guide System



A few notes

- 1) The transmitter and receivers last approximately 12 hours per charge and take 4-5 hours to fully recharge from flat.
- 2) **Charging:** There is a 25 unit and a 15 unit transport / charging case. As it takes over 4 hours to charge the receiver, it is unrealistic to assume you could use one case to charge all the receivers during an evening. (If you only take 1 case ensure you don't leave required items in the other case i.e. the microphone).
- 3) **Included is a soft carry case to take the transmitter and receiver units out for a day's tour.**
- 4) **If a receiver does not receive a signal from the transmitter for 20 minutes it will automatically switch off to conserve battery power.**
- 5) The system purchased currently includes 6 neck loops for those with **LOOP compliant hearing aids**. These users only need to put the provided loop around their neck and plug it into the receiver. – They do not need to take out their hearing aid and do not need an over the ear, earphone.
- 6) Also included is a headband mic as well as the lapel mic. Whilst the lapel mic worked well when we tried it some guides / presenters might find the headband one preferable.
- 7) Included are 50 earphones for those that cannot get on with the over ear ones. Once issued these users should keep this as their personal earphone and bring it with them each time. If they lose one or fail to bring it then there is a charge of £1, to enable us to purchase new ones.
- 8) Note the weight of the units when packed – (A full 25 unit charger weighs approx' 7.1 kg and a full 15 unit charger weighs approx' 5.8kg) This is not an issue when travelling by coach, Eurostar etc. When Flying, if it is an issue, to avoid excess baggage charges it may be practical to, distribute the receivers between the members before they travel.
- 9) The system can be used license free anywhere in Europe and most African countries. **They are covered by our insurance for the UK and Europe.**
- 10) Similarly the system can be taken on aircraft as luggage as they are equipped with NiMh batteries not Lithium ones.

When taking the Tour Guide system out

- 1) **Check everything is there before you select what you are going to use:**

1	Transmitter – Light grey colour with U3A Lanyard
1	Lapel microphone with clip and wind cover
1	Headband microphone
39	Receivers (Black) with Lanyard
39	Over the ear, earpieces
6	Neck loop
50	Individual earpieces (total 50 earpieces when purchased)
1	25 unit Charger / transport case with power supply and cables
1	15 unit Charger / transport case with power supply and cables
1	Soft case to take units out for the day

- 2) **Charge all the units**, see the instructions in the cases; Red = Charging, Green = charged
- 3) Each day pack what you need into the soft case etc.
- 4) The units are set to Group1 Channel 40. You should only need to change this if other groups are in the area using the same channel. See over (note you will have to change all the units channel).
- 5) **Collect all the units back –**

DO NOT FORGET TO COLLECT THE TRANSMITTER FROM THE GUIDE

When returning the Tour Guide system

- 1) Check everything is there – as per the above list i.e. count receivers and headphones.
- 2) Wipe the over the ear earpieces with an antibacterial wipe.
- 3) Please check that all the units are reset to Group 1 Channel 40
- 4) Charge all the units – Leave everything as you would expect to find it.