

Technical Checklist for Sound and Audio Commentary (Coastal Championships)

December 2023

The Organising Committee of the European Rowing Coastal and Beach Sprint Championships are required to contract a Sports Presentation Service Provider. This service is not provided by World Rowing. The following checklist acts as a guideline only. The detailed Sports Presentation plans should be shared with World Rowing ahead of the event to ensure that the minimum requirements are planned for in advance.

A – To be provided by a Sports Presentation Service (SP)
<p>SP Crew</p> <ul style="list-style-type: none"> - Producer - Victory Ceremony Supervisor/Co-Producer (one person) - Audio Supervisor and DJ (one person) - Radio technician
<p>Radio based Commentary System</p> <ul style="list-style-type: none"> - All necessary equipment, including transport <p>The receiver will be connected to the mixing console by 2 XLR plugs (male), the transmitter will need 2 XLR AUX outputs (to female plug), further details see below</p>
<p>Sound sources:</p> <ul style="list-style-type: none"> - Laptops; - Tablets; or - Other devices suitable for playing music, fanfares and national anthems
<p>Radio communication equipment for:</p> <ul style="list-style-type: none"> - Internal communications SP Team - Communications between SP and European Rowing/OC
<p>Video sources:</p> <ul style="list-style-type: none"> - Laptops for graphics and videos - HDMI cabling
B - To be provided by OC
<p>Elevated control platform for</p> <ul style="list-style-type: none"> - Producer - Co-Producer - Audio Supervisor/DJ - Announcers - Video operator (if applicable) <p>with direct line of sight of start and finish as well as all interview positions (TBD)</p>
<p>Wireless and cabled internet connection in the SP control room (=commentator's room,tent or tower)</p> <ul style="list-style-type: none"> - Fast DSL for playing music through DJ software - Minimum of 4 ethernet outlets for wired/cabled solutions - Preferred: dedicated wireless network for SP to receive and send (min. 2 Mbit/s) - Small laser or ink jet printer for use by SP (incl. paper)

PA System

- Adjustable from the SP control platform, separately for the different areas (grandstand, boat area, fan zone, victory ceremony and others)
- Monitor speakers in the victory ceremony area
- PGM/PFL switchable monitor speaker in the SP control room

Professional loudspeaker system

- Capable of producing clean, undistorted, full-range sound at an SPL (sound pressure level) of at least 96dBA to all seats/viewing areas in grandstand
- Loudspeaker system is phase coherent, time aligned, and is splayed/angled so that all important parts of the venue are covered
- Ample power to play pop/rock music
- Arrangement of loudspeaker system must be such that sound levels are adjustable to be equal on every part of the grandstand.

A drawn plan of the venue with exact specifications of all used parts and positions of the sound system shall be sent to SP latest 6 weeks before the event.

B - To be provided by OC

Digital audio console with minimum of 24 input channels:

- Preferred order of XLR input channels (to be muted separately):
 - 1-2: Tower announcers
 - 3-4: Race commentators
 - 5-12: Music, fanfares, anthems
 - 13-14: Wireless microphones for grandstand/VC area
 - 15-16: Video sound (stereo)
 - 17: Emergency microphone (must be patched to all areas and has to be open for the whole event) with on/off or PTT switch
 - 18-24: Spare
- Required separately adjustable PGM/AUX outputs (minimum):
 - PA system (PGM or AUX, post fader, separately for all areas)
 - 1x Tower announcer headset monitoring (post fader)
 - 2x Commentary cars/boats/positions (post fader)
 - 1x Web audio stream (post fader)
 - 1x TV out (post fader) for broadcasting needs
 - 1x PGM Monitor (pre/post fader and PGM switchable) for sound supervision

The console should be installed in the SP control room to ensure easy communication between producer and audio engineer.

Recommended consoles: Yamaha QL Series, Soundcraft SI/VI, Midas Pro 2 or similar

Complete cabling to connect audio sources to the console (please make sure that a selection of different cabling is provided, and it is industrial cabling only)

8 DI-Boxes to connect audio devices to the mixing console

- Can be separate ones or a Multi-DI-Box
- Cabling (only needed from the DI-Box to the mixing console)

2 wireless microphones

- with tripods
- must have a working connection to the whole grandstand and victory ceremony area

Professional equipment (Shure, Sennheiser advanced series like Shure ULX and similar)

Local crew to install and control the PA and technical equipment (minimum):

- 1 sound engineer with expert skills in mixing down an event, able to communicate in English
- 1 sound technician to fix bugs and install new equipment
- 1 video operator for video mixer, able to communicate in English

Must be present for the whole duration of the event, working hours to be agreed on with the producer from SP. The sound crew will constantly monitor/adjust the sound/video in all areas.

Commentary by boat: 2 commentary boats with drivers

- Will be fitted with equipment by SP crew
- Should have battery connection for 12V power plugs
- Drivers must have English language skills. Please select the same drivers for the same boats for the whole event.

In case of fixed commentary positions:

- Will be fitted with equipment by SP crew
- A dry and windproof environment (in case of rain) with a clear view to the course, preferably with internet access
- 220/230V (depending on local voltage requirements) power supply with multiple sockets
- Table and chairs for two persons and their equipment (laptops, pads)
- Transport of commentators to the fixed positions, extra transport for radio technician on constant standby in case of technical emergencies.

Video mixing console (HDMI and SDI)

- 2 inputs for live feeds from local video/broadcasting crew
- 2 inputs for graphics provided by Swiss Timing
- 1 input for additional graphics/videos from SP laptop
- Output to video wall

B - To be provided by OC

Spare Equipment (Minimum)

In the event of (a technical) emergency, it should be possible to change settings or equipment. Therefore, spare parts are essential. Any given professional audio company will have these spare parts readily available. They are:

- 2x Tripods for antennas or microphones
- 10x Cables XLR male to female 3-5m
- 2x Jack cables (2x 6,35 mm mono to 1x 3,5 mm stereo)
- 2x DI boxes to connect further devices with ground lift
- 2x Microphones with on/off switch for cabled connection
- 2x Rolls of gaffer tape (preferred colors: black and white)
- Adaptors for different plug systems (XLR/Jack/Cinch) to solve connection problems

Compatibility advice:

SP will bring in the equipment as listed above in Section A. To ensure that the SP equipment works with the OC equipment please consider the guidelines below:

- All sound plugs should be of international standard.
- If you are not sure if your power supplies, cabling or sound system connections are compatible with SP equipment, please don't hesitate to contact SP so SP can help each other solve any problems well before the event.

Standby advice

All staff and equipment should be on standby at following times, final times to be agreed:

- 8 AM the day before the first day of racing for testing and rehearsals
- During rehearsals (e.g. victory ceremony)
- 2 hours before first race of the day until 60 mins after the end of the last racing session of the day.

Technical Checklist for Sound and Audio Commentary (Beach Sprint Championships)

December 2023

The Organising Committee of the European Rowing Coastal and Beach Sprint Championships are required to contract a Sports Presentation Service Provider. This service is not provided by World Rowing. The following checklist acts as a guideline only. The detailed Sports Presentation plans should be shared with World Rowing ahead of the event to ensure that the minimum requirements are planned for in advance.

A – To be provided by a Sports Presentation Service (SP)
<p>SP Crew</p> <ul style="list-style-type: none"> - Producer - Victory Ceremony Supervisor/Co-Producer (one person) - Audio Supervisor and DJ (one person)
<p>Sound sources:</p> <ul style="list-style-type: none"> - Laptops; - Tablets; or - Other devices suitable for playing music, fanfares and national anthems
<p>Video sources:</p> <ul style="list-style-type: none"> - Laptops for graphics and videos - HDMI cabling
B - To be provided by OC
<p>Elevated control platform for</p> <ul style="list-style-type: none"> - Producer - Co-Producer - Audio Supervisor/DJ - Announcers - Video operator (if applicable) <p>with direct line of sight of start and finish as well as all interview positions (TBD)</p>
<p>Radio communication equipment for: (TBD)</p> <ul style="list-style-type: none"> - Internal communications SP Team - Communications between SP and European Rowing/OC
<p>Wireless and cabled internet connection on the SP control platform</p> <ul style="list-style-type: none"> - Fast DSL for playing music through DJ software - Minimum of 4 ethernet outlets for wired/cabled solutions - Preferred: dedicated wireless network for SP to receive and send (min. 2 Mbit/s) - Small laser or ink jet printer for use by SP (incl. paper)
<p>PA System</p> <ul style="list-style-type: none"> - Adjustable from the SP control room in the finish tower, separately for the different areas (grandstand, boat area, fan zone, victory ceremony and others) - Monitor speakers in the victory ceremony area - PGM/PFL switchable monitor speaker in the SP control room <p>Professional loudspeaker system</p> <ul style="list-style-type: none"> - Capable of producing clean, undistorted, full-range sound at an SPL (sound pressure level) of at least 96dBA to all seats/viewing areas in grandstand - Loudspeaker system is phase coherent, time aligned, and is splayed/angled so that all important parts of the venue are covered - Ample power to play pop/rock music - Arrangement of loudspeaker system must be such that sound levels are adjustable to be equal on every part of the grandstand. <p>A detailed plan of the venue with exact specifications of all used parts and positions of the sound system shall be sent to SP latest 6 weeks before the event</p>

Digital audio console with minimum of 24 input channels:

- Preferred order of XLR input channels (to be muted separately):
 - 1-2: Tower announcers
 - 3-4: Race commentators
 - 5-12: Music, fanfares, anthems
 - 13-14: Wireless microphones for grandstand/VC area

B - To be provided by OC

- 15-16: Video sound (stereo)
- 17: Emergency microphone (must be patched to all areas and has to be open for the whole event) with on/off or PTT switch
- 18-24: Spare
- Required separately adjustable PGM/AUX outputs (minimum):
 - PA system (PGM or AUX, post fader, separately for all areas)
 - 1x Tower announcer headset monitoring (post fader)
 - 2x Commentary cars/boats/positions (post fader)
 - 1x Web audio stream (post fader)
 - 1x TV out (post fader) for broadcasting needs
 - 1x PGM Monitor (pre/post fader and PGM switchable) for sound supervision

The console should be installed in the SP control room to ensure easy communication between producer and audio engineer.

Recommended consoles: Yamaha QL Series, Soundcraft SI/VI, Midas Pro 2 or similar

Complete cabling to connect audio sources to the console (please make sure that a selection of different cabling is provided, and it is industrial cabling only)

8 DI-Boxes to connect audio devices to the mixing console

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- Cabling (only needed from the DI-Box to the mixing console)

2 wireless microphones

- with tripods
- must have a working connection to the whole grandstand and victory ceremony area

Professional equipment (Shure, Sennheiser advanced series like Shure ULX and similar)

Local crew to install and control the PA and technical equipment (minimum):

- 1 sound engineer with expert skills in mixing down an event, able to communicate in English
- 1 sound technician to fix bugs and install new equipment

Must be present for the whole duration of the event, working hours to be agreed on with the producer from SP. The crew will constantly monitor/adjust the sound/video in all areas.

In case of TV production: Video mixing console (HDMI and SDI)

- 2 inputs for live feeds from local video/broadcasting crew
- 2 inputs for graphics provided by Swiss Timing
- 1 input for additional graphics/videos from SP laptop
- Output to video wall
- Operator to operate the video mixing console

Spare Equipment (Minimum)

In the event of (a technical) emergency, it should be possible to change settings or equipment. Therefore, spare parts are essential. Any given professional audio company will have these spare parts readily available. They are:

- 2x Tripods for antennas or microphones
- 10x Cables XLR male to female 3-5m
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- 2x DI boxes to connect further devices with ground lift
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Standby advice

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