

# **Station Announcement Point**

**S.A.P.**

## **Operating Instructions**

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**BALDWIN BOXALL**  
COMMUNICATIONS

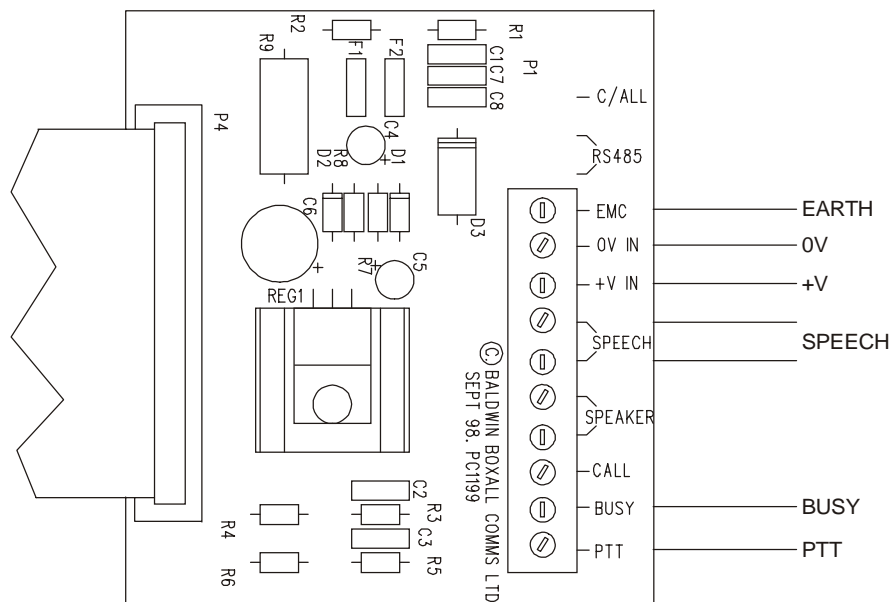
## S.A.P. - Station Announcement Point

The S.A.P. is a single zone microphone that provides the live audio announcement. The unit is opened with a Kaba security key and will announce only to the local platform.

The S.A.P can make announcements through either the handheld fist microphone or a radio microphone. The radio microphone is selected with the internal Kaba key switch, however when in the 'Radio Mic' position announcements can still be made from the fist microphone.

At the top of the panel are three indicators, two for Busy and one Speak Now. The Public Address button, when pressed, will activate the fist microphone to allow announcements on the local platform. This button is connected to the switch at the side of the microphone and performs the same function. Therefore the microphone can either be left in position or picked up, depending on the situation.

### Connections To S.A.P Board

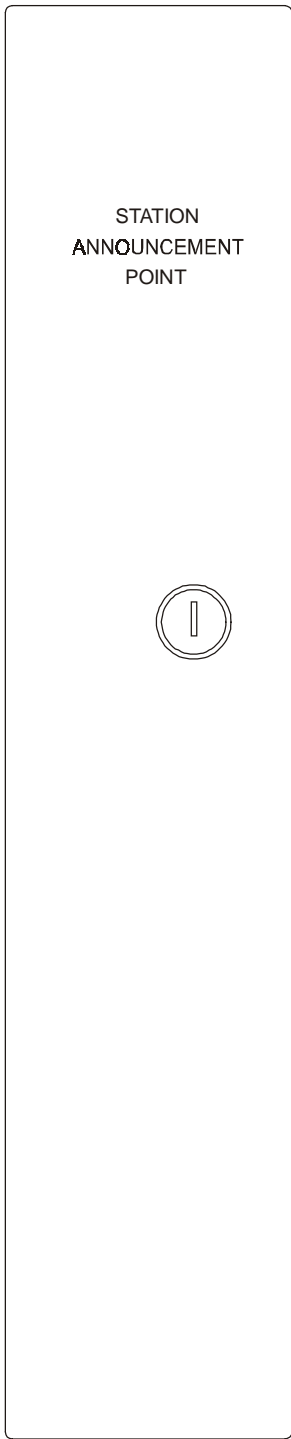


## **To make a platform announcement with the handheld fist microphone**

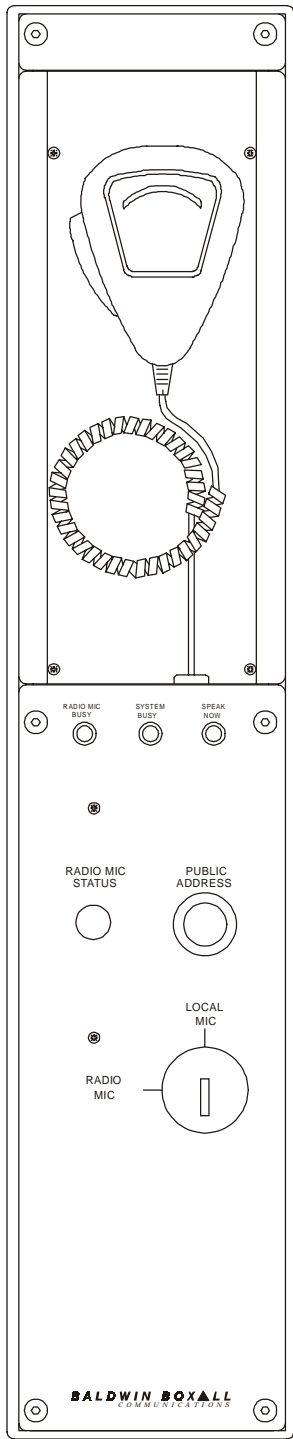
1. Open S.A.P. door with Kaba security key.
2. Choose whether to pick up the fist microphone or to make the announcement with it in the box.
3. Check whether the system is being used with the System Busy LED indicator. When this is extinguished the system is ready.
4. Press either the Public Address button OR the side switch on the microphone. Once the 'Speak Now' LED illuminates the system is ready for the announcement.
5. Speak clearly into the microphone whilst holding the button/switch. Maintaining a constant level will aid intelligibility.
6. When the announcement is over release the button/switch.

## **To make a platform announcement with the radio microphone**

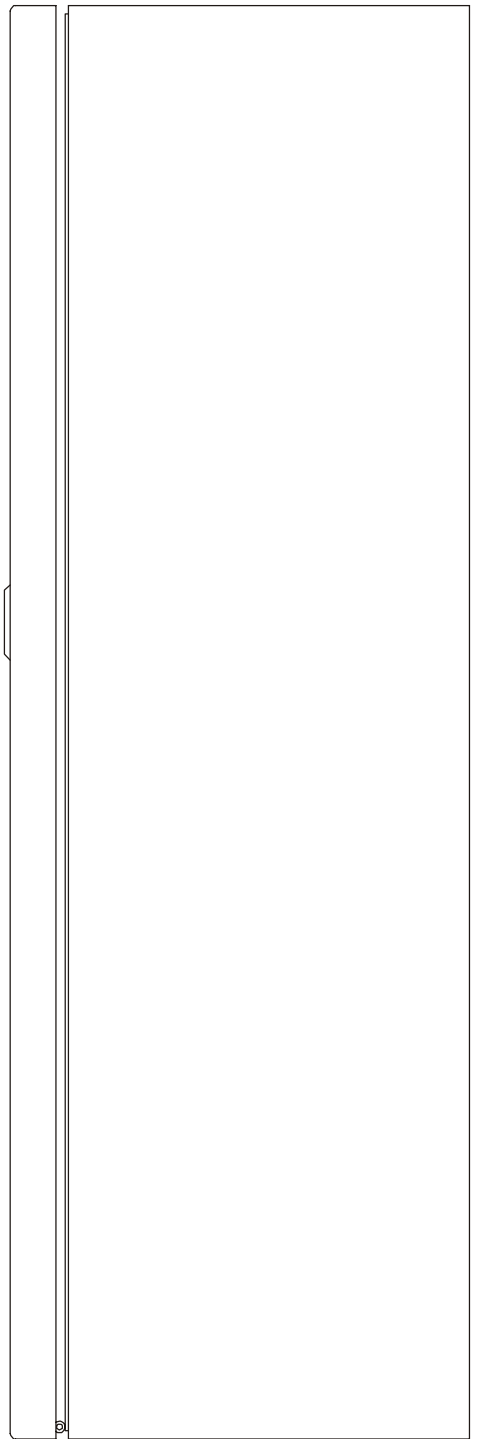
1. The S.A.P. key switch must be in the Radio Mic position. If it is not, use the Kaba security key to change it.
2. Check whether the system is being used. *An announcement can only be made using the radio microphone providing there is no other signal being broadcast over the system, other than music.* This can be checked in two ways. The obvious way is to listen to the system. The other is to check the System Busy LED indicator on the S.A.P. (The 2<sup>nd</sup> method defeats the object of using the radio microphone as the announcement can then be made using the fist microphone, as above.)
3. Select the radio microphone ON/OFF switch to ON. This indicates Radio Mic Busy at the S.A.P. and the status can also be checked via the indicator.
4. Speak clearly, maintaining a constant level to aid intelligibility.
5. When the announcement is over select the radio microphone ON/OFF switch to OFF.



Front View



View Shown With  
Door Removed  
For Clarity



Side View