




Stopping the Myriad Logs correctly before your show

- 1) Log in to Myriad (See separate help-sheet for instructions). Make sure you put the studio live by pressing the (green) studio 1 button.
- 2) There are several ways you can come out of the logs and into your show but by far the easiest is to simply leave the logs active until the news from Radio News Hub is playing out. Then during the news press the green button underneath the music icon (Shown below). This icon can be found above the music logs that will be playing.



Once you have clicked on this button it will turn red. 

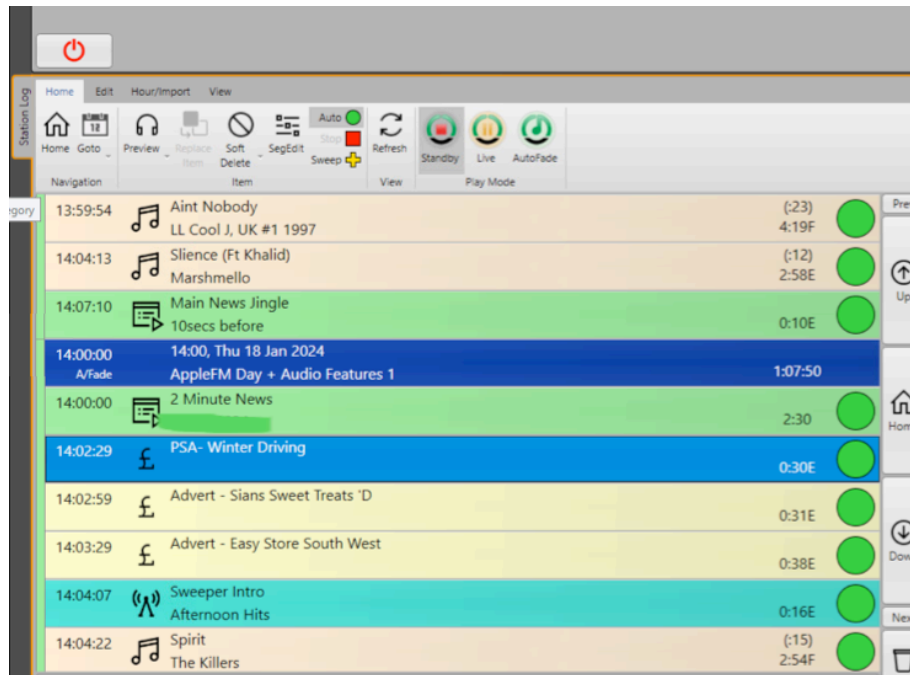
The logs have now been successfully deactivated. (Note: The news bulletin will continue playing it ends)

- 3) Get ready to play the commercial break carts out of the news, as they appear in the logs.
- 4) Come out of the commercial break with your personal show intro jingle.

Scroll down for instruction on handing back to the logs

Starting the Myriad Logs after your show

- 1) After your show and during the News, look at the Myriad logs that are usually on the right hand side of the Myriad screen.
- 2) It is absolutely imperative you start the music logs from the correct place, otherwise pre-recorded shows scheduled for playout could be broadcast at the wrong time.



Note: Every hour on the logs begins with a information bar which gives the date and time it is intended to playout (highlighted in dark blue on the above image). Make sure the date and hour matches the date and hour NOW. If it doesn't match, you are looking at the wrong hour and should not start the logs from here.

- 3) When you are happy you have selected the correct log hour and date, Click once on the first item after the news in the log. That item on the log will be highlighted when you click on it.
- 4) After highlighting where you want the logs to start click the Red Start Button on the top left hand corner of the logs.



When the news finishes the logs will begin from the cart you clicked on and highlighted. (Hint: every hour starts with an advert break. If you come out of the news with anything other than an advert break, you are starting the logs in the wrong place)

The logs have now been successfully activated and you are free to press the (blue) sustaining service button. Don't forget to log out from Myriad (see separate help-sheet for this).