Registration Overview

Access technology transmitting and receiving devices must be registered (paired) together for operation. When complete systems are shipped from Lightspeed, they are registered together at the factory, ready for operation out of the box. However, when new components are added or replaced, registration is required.

1. Determine Registration Method

There are two registration methods: Standard and Remote. Determine which method is best for you:

Choose Standard Registration if:
- You do not have a remote control, OR
- You are simply replacing a microphone or Media Connector.

Choose Remote Registration if:
- You have a remote control, AND
- You are adding a second microphone, OR
- You are adding or replacing a component(s).

When there is a Flexcat remote control registered to the Redcat Access, we recommend using Remote Registration for simplicity and accuracy. The remote can initiate the registration mode on the Redcat Access rather than pressing the button on the Redcat itself (particularly valuable when Redcat Access is mounted on the wall).

Through key presses on the remote, you can specify which device you want to register (Microphone #2 or Pod #3, for example). Once registration is initiated and the device is identified, you can simply press the registration button on the device to link them together.

2. Getting Started

1. Find a paperclip - the registration buttons are small and recessed and require the end of a paperclip (or similar) to be pressed.
2. If registering a Flexcat remote, you will also need a small, philips screw driver.

3. Start with the Redcat Access plugged in and powered on.
4. Make sure the new component to be registered is powered on.
5. Pressing the registration button requires a very brief press.
6. When registering a component where other registered components are in place, this can be done with a press and hold for 3 seconds of the existing component to trigger the registration function of the Redcat Access.
7. Once registration is complete, place system ID labels on new components to easily identify components that are registered (paired) together. ID labels are located in the back of the Redcat Access User Manual.
STANDARD REGISTRATION

FLEXMIKE REGISTRATION (OTHER REGISTERED COMPONENTS IN PLACE)
(particularly valuable when Redcat Access is mounted on the wall)

For users adding a second Flexmike or replacing a lost or malfunctioning Flexmike.

1. If replacing a Flexmike, make sure the malfunctioning unit is powered off.
2. If a second Flexmike, Sharemike or Media Connector is present, power it on and wait until it has a solid blue light (“Ready”).

3. Power on the new Flexmike. Both microphone 1 and 2 blue lights should start blinking.

4. Open the new Flexmike battery compartment and pull the battery out (leaving it plugged in) to reveal the registration button.

5. Use another registered functional component (existing Flexmike, Sharemike or Media Connector) to trigger the registration function in Redcat Access.

6. Using a paperclip, press and hold the registration button for 3 seconds inside the functioning Flexmike. (For the purpose of these instructions, it is assumed that the #1 Flexmike is the functioning Flexmike and we are registering the #2 Flexmike.)

7. This triggers registration in the Redcat Access and its 1 and 2 amber lights will begin blinking.

8. Briefly press the registration button on the new or replacement Flexmike. The 1 and 2 blue lights will start blinking alternately.

9. After several seconds, the 2 light on the Redcat Access will turn solid and the 2 light on Flexmike will remain blinking, then turn solid.

10. The registration is complete. You can begin speaking into the new Flexmike to verify there is audio.

11. If using a registered Sharemike or Media Connector to trigger the registration function, all processes remain the same.


NOTE: if at any point, the Redcat Access or Flexmike lights begin blinking rapidly, that indicates registration error. Turn the new Flexmike off and repeat steps 4-9.
STANDARD REGISTRATION

REPLACING A FLEXMIKE (NO OTHER REGISTERED COMPONENTS IN PLACE)

For users replacing a lost or malfunctioning Flexmike.

1. If replacing a Flexmike, make sure the malfunctioning unit is powered off.
2. Power on the new Flexmike. Both microphone 1 and 2 blue lights should start blinking.
3. Open the Flexmike battery compartment and pull the battery out (leaving it plugged) to reveal the registration button.
4. Using a paperclip, briefly press the registration button on the side of the Redcat Access. The 1 and 2 lights will begin blinking on the Redcat Access.
5. Briefly press the registration button on the Flexmike. The 1 and 2 lights will start blinking alternately.
6. After several seconds, the #1 light on the Redcat Access will turn solid and the #1 light on Flexmike will remain blinking, then turn solid.
7. The registration is complete. You can begin speaking into the new Flexmike to verify there is audio.
8. Place system ID number (located in back of Redcat Access User Manual) on the new Flexmike.

NOTE: if at any point, the Redcat Access or Flexmike lights begin blinking rapidly, that indicates registration error. Turn the new Sharemike off and repeat steps 4-9.
STANDARD REGISTRATION

SHAREMIKE REGISTRATION (OTHER REGISTERED COMPONENTS IN PLACE)
(paricularly valuable when Redcat Access is mounted on the wall)

For users adding a Sharemike or replacing a lost or malfunctioning Sharemike.

1. If replacing a Sharemike, make sure the malfunctioning unit is powered off.
2. If a Flexmike is present, power it on and wait until it has a solid blue or red light (“Ready”).
3. Power on the new Sharemike. Both microphone 1 and 2 blue lights should start blinking.
4. Slide open the Sharemike battery compartment. The registration button is located below the battery on the left side, marked REG.
5. Use another registered functional component (existing Flexmike, Sharemike, or Media Connector) to trigger the registration function in Redcat Access.
6. Using a paperclip, press and hold the registration button for 3 seconds inside the registered Flexmike.
7. The 1 and 2 amber lights will begin blinking on the Redcat Access.
8. Briefly press the registration button on the Sharemike. The 1 and 2 lights will start blinking alternately.
9. After several seconds, the #1 light on the Redcat Access will turn solid and only the #2 light on Sharemike will remain blinking, then turn solid.
10. The registration is complete. You can begin speaking into the new Sharemike to verify there is audio.
   NOTE: if at any point, the Redcat Access or Sharemike lights begin blinking rapidly, that indicates registration error. Turn the new Sharemike off and repeat steps 4-9.
STANDARD REGISTRATION

MEDIA CONNECTOR REGISTRATION (OTHER REGISTERED COMPONENTS IN PLACE)
(particularly valuable when Redcat Access is mounted on the wall)

For users adding a Media Connector or replacing a lost or malfunctioning Media Connector.

1. If replacing a Media Connector, make sure the malfunctioning unit is unplugged.

2. Plug in the new Media Connector. The blue power light will turn on.

3. Locate the registration button on the back panel marked “REGISTER”

4. Use another registered functional component (existing Flexmike or Sharemike) to trigger the registration function in Redcat Access.

5. Using a paperclip, press and hold the registration button for 3 seconds inside the registered Flexmike.

6. Briefly press the registration button on the Media Connector. The REGISTER light will begin blinking.

7. After several seconds, the #1 light on the Redcat Access will turn solid. The LINK light on front of the Media Connector will begin blinking, then turn solid.

8. The registration is complete. You can now plug any audio source into the Media Connector to verify there is audio.


NOTE: if at any point, the Redcat Access or Media Connector lights begin blinking rapidly, that indicates registration error. Unplug the Media Connector, then repeat steps 4-8.
REMOTE REGISTRATION

ADDING OR REPLACING A FLEXCAT REMOTE CONTROL

Follow the procedures below if adding or replacing a remote.

(NOTE: once a remote is registered, it can be used to initiate registration of new/replacement pods and microphones)

1. Using a small philips screw driver, unscrew and remove the remote control battery cover to reveal the registration button.

2. Make sure the teacher select toggle switch is in the appropriate position to match the Microphone #1 or #2.

3. Use the existing Flexmike to register the Remote Control. Open the Flexmike battery compartment and pull the battery out (leaving it plugged in) to reveal the registration button.

4. Using a paperclip, press and hold for 3 seconds the registration button inside the Flexmike. The 1 and 2 lights will begin blinking on the Redcat Access.

5. Briefly press the registration button on the remote.

6. The registration light on the remote will turn on for about 1 second, then turn off. The #2 light on the Redcat Access will also turn off.

7. The registration is complete.

8. If there is a second remote, repeat steps 2-5, paying attention to the teacher select switch

NOTE: If there are two microphones, one remote should be set to Teacher 1, the 2nd to Teacher 2, ensuring the remote label matches the Teacher 1 or Teacher 2 designation.

9. Once the remote is registered, you may now use it to initiate registration of additional or replacement pods and microphones.

REMOTE REGISTRATION FOR FLEXMIKE

ADDING OR REPLACING A FLEXMIKE USING THE REMOTE

1. If replacing a Flexmike, make sure the malfunctioning unit is powered off before you unplug the Redcat Access.
2. Power on the new Flexmike. Both microphone 1 and 2 blue lights should be blinking.
3. Open the Flexmike battery compartment and pull the battery out (leaving it plugged in) to reveal the registration button.
4. Determine what number microphone you wish to register 1 or 2:
   - If replacing a microphone, match the # of the bad microphone
   - If adding a microphone, the new microphone would be #2

5. On the remote, in rapid succession, press:

   - Volume Down
   - Mute
   - #1 or #2

6. The center button on the remote will begin blinking and the #1 light on the Redcat Access will begin blinking.
7. Using a paperclip, briefly press the registration button on the Flexmike. The 1 and 2 lights will be blinking alternately.

8. After several seconds, the #1 light on the Redcat Access will turn solid and the Flexmike will have just one light blinking (1 or 2 depending on which microphone is being replaced) and then turn solid.
9. The registration is complete. Press the center button on the remote and begin speaking into the Flexmike to verify there is audio.
REMOTE REGISTRATION FOR SHAREMIKE

ADDING OR REPLACING A SHAREMIKE USING THE REMOTE

1. If replacing a Sharemike, make sure the malfunctioning unit is powered off.
2. Power on the new Sharemike. Both microphone 1 and 2 blue lights should be blinking.
3. Slide open the Sharemike battery compartment. The registration button is located below the battery on the left side, marked REG.
4. Determine what number microphone you wish to register 1 or 2:
   - If replacing a microphone, match the # of the bad microphone
   - If adding a microphone, the new microphone would be #2
5. On the remote, in rapid succession, press:
   - Volume Down
   - Mute
   - #1 or #2
6. The center button on the remote will begin blinking and the #1 light on the Redcat Access will begin blinking.
7. Using a paperclip, briefly press the registration button on the Sharemike. The 1 and 2 lights will be blinking alternately.
8. After several seconds, the #1 light on the Redcat Access will turn solid and the Sharemike will have just one light blinking (1 or 2 depending on which microphone is being replaced) and then turn solid.
9. The registration is complete. Press the center button on the remote and begin speaking into the Sharemike to verify there is audio.
REMOTE REGISTRATION FOR PODS

ADDING OR REPLACING A POD USING THE REMOTE

1. If replacing a pod, make sure the malfunctioning unit is powered off.
2. Power on the new pod. The blue power light on the top should be blinking.
3. Determine what number pod you wish to register #1-6:
   • If replacing a pod, match the # of the bad pod
   • If adding a pod, choose the next one in succession (#5 if there are already 4 pods in place).

4. On the remote, in rapid succession, press:
   - Volume Up
   - Mute
   - #1 - 6

5. The center button on the remote will begin blinking and the #1 light on the Redcat Access will begin blinking.
6. Using a paperclip, briefly press the registration button on the bottom of the pod. The registration light will turn on.
7. After several seconds, a number will light in the group # display, the green ready light will turn on, and the blinking blue power light on top will go solid blue.

8. The registration is complete. Using the remote, select the new pod and begin speaking into the Flexmike to check for audio.
9. Once verified, apply the appropriate pod # stickers on top of the unit for easy identification.
10. Place system ID number (located in back of Redcat Access User Manual) on the new Pod.