

# Hearing Assistance Devices Available



Headset



Ear buds



Neck Loop



Receiver

## Operating Instructions:

1. For a receiver with headset, plug the included earphones into the **Earphone jack (2)** on top of the receiver.
2. Place headset over your ears, rotate the dial to turn on (red light will appear). Use the same dial to adjust the volume. Use with or without hearing aids (hearing aids may squeal).
3. To turn the receiver off, rotate the Off/On/Volume wheel until it clicks, and the "Power On" indicator will go out. Listen for your program source, and adjust receiver.
4. If your hearing aids have telecoils, an "around the neck" loop can plug directly into the receiver transmitter. Put the loop around your neck. Turn on your telecoils. Rotate the dial to turn on (red light will appear)

and use the same dial to adjust the volume. Move the loop around to find the best reception.

5. Turn off receiver when finished and return to the Clerk.

If you need assistance before or during the meeting, please contact the City Clerk. Contacting us in advance will allow time for instruction.

**Notes:**

1. The fm receiver will not interfere with pacemakers
2. Those with hearing aids might find the neck loop beneficial. Individuals with blue tooth coil transmitter might try plugging in-the-ear buds or the headset into their units.
3. All systems are only as good as those using it. If you have any difficulties during the meeting, please be sure to report them to the clerk.
4. We try to ensure Council and Staff adherence to good meeting procedures: hold meetings at facilities with PA systems, no one talks over another, always using the microphones when speaking, and speaking clearly.