

## Chapter 10: Overhead displays - Configuration

Projecting song lyrics for congregations can be complicated. Aside from the technical aspects of setting up a projector, there are lots of things that can go wrong. Are the right lyrics being displayed? What order will the lyrics be displayed in? What if the song leader wants to go back to verse 1 again? Controlling the overhead display can be a stressful task for the sound desk people.

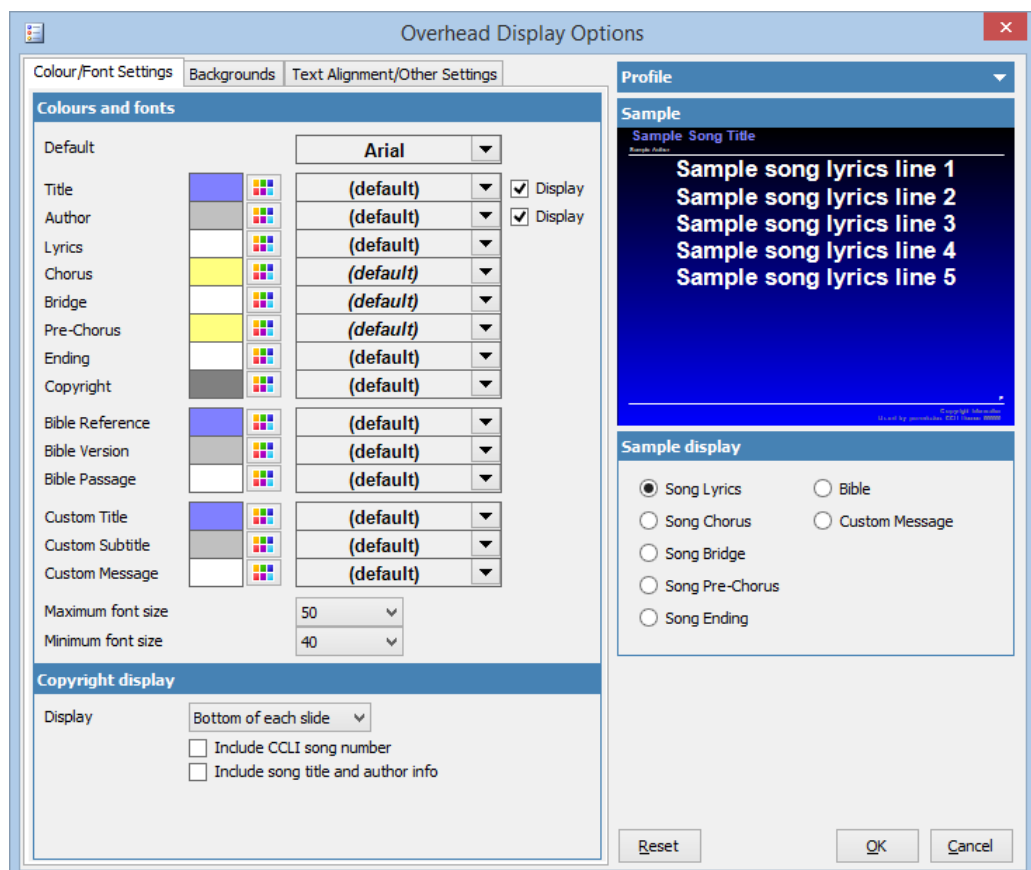
CMO attempts to help with overhead projections by making the process as painless as possible.

### Setting up the OHD options

CMO has a lot of options for controlling the look and feel of the overhead display. Go to the "Overheads → Overhead Display Options..." menu, or press Ctrl+F12.

The OHD options dialog has three main areas of configuration: Colour and font settings, background settings, and text alignment settings.

### Colour and font settings

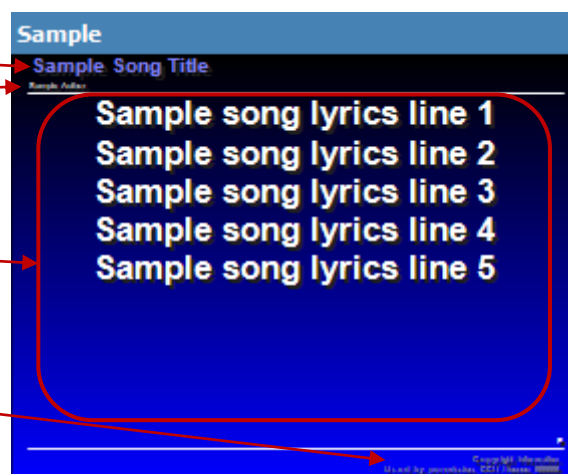


The colour and font settings are the first thing displayed on the dialog. Here we can set the colour and fonts for all the various types of overheads: songs, Bible references, and custom messages.

For the purposes of this chapter, however, we will only be looking at the settings for songs.

There are eight different parts of a song overhead:

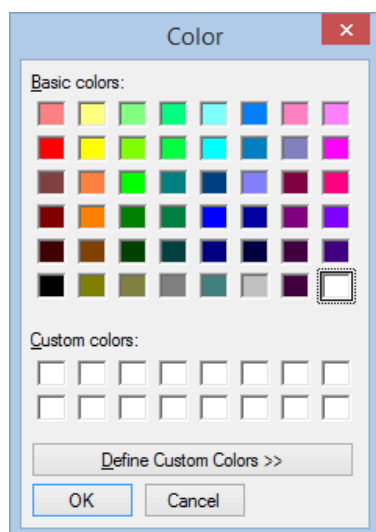
- Title
- Author
- Lyrics area
  - Lyrics
  - Chorus
  - Bridge
  - Pre-chorus
  - Ending
- Copyright



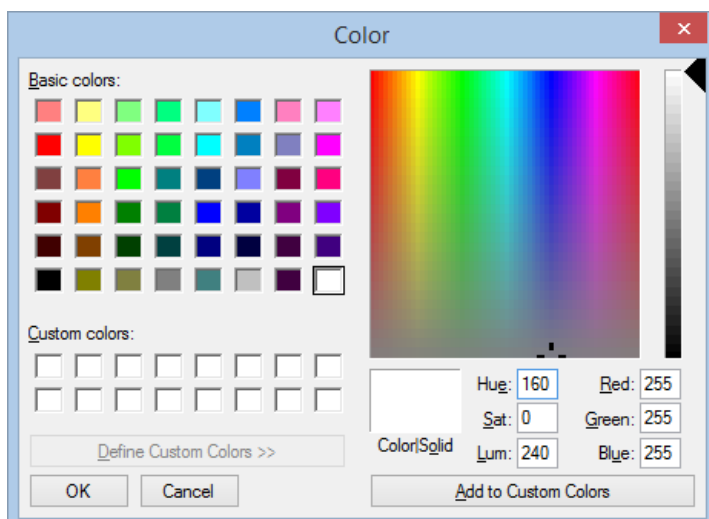
Each of these parts can have its own font and colour settings.

### Colour selection

To change the colour of the lyrics, click on the  button beside "Lyrics".



On the colour selection dialog, select the colour you want to use for lyrics and click OK. If you want a more detailed colour selection, click on the "Define Custom Colors" button.



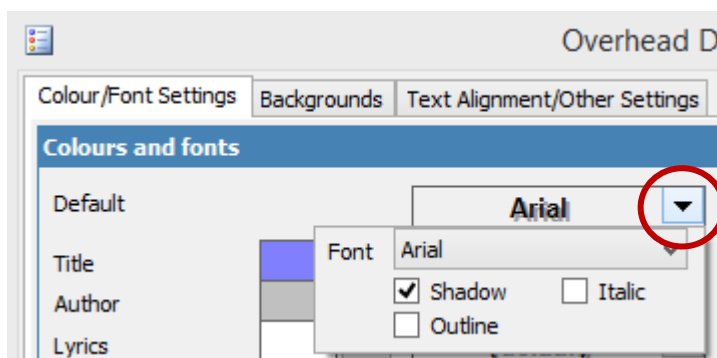
Here you can fine tune the colour you want to use.



**Note:** Care should be taken when choosing colours for overheads. While CMO will allow any colours to be selected, your congregation may not like to read lime green text on a bright pink background. The job of the overhead is to display the lyrics. Anything that distracts the congregation from the song they are singing means they will find it hard to engage with the song.

### Font selection

You can also change the font settings for each part. At the top of the dialog is a setting called "Default". This is the default font used whenever a font has not been explicitly set. If you want to change all fonts to a new one, change the default font.



Here, the default font has been set to "Arial". Click on the drop down button to display the font options.

You can select a new font from the combo box. You can also add some effects to the font:

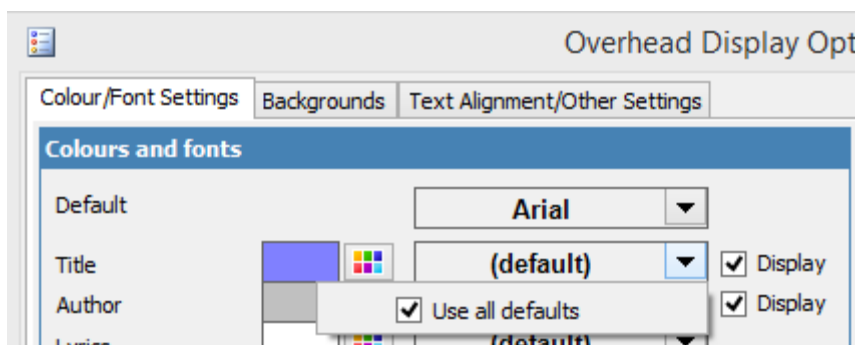
**Shadow:** Adds a drop shadow effect to the text

**Italic:** Makes the text italic

**Outline:** Draws an outline around the text

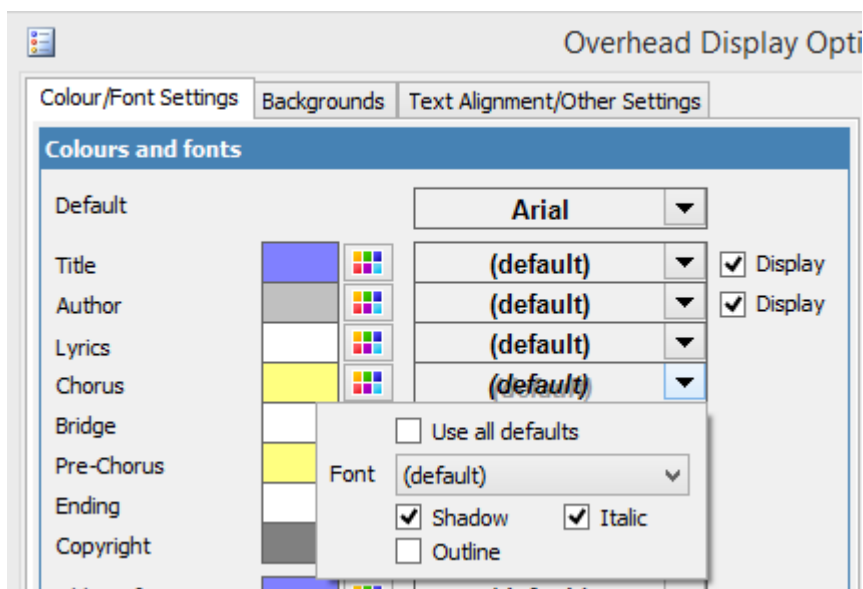
**Sample song lyrics line 1**  
*Sample song lyrics line 1*  
**Sample song lyrics line 1**

You can also change the font settings on individual items.



When an item is using the default font and style settings, the word "(default)" will appear in the font selection box. Clicking on the dropdown button shows a single checkbox, saying "Use all defaults". This means that, for this part, the font name and style will come from the default settings.

For some parts, though, while they use the default font name, they have individual styles. For instance, the chorus part shows this:



Here, the "Use all defaults" has been turned off so the chorus can have a shadow and italic style. But the font name is still set to default. This means that you can have one setting to change the font name, and it will flow through to all the different parts.



You can, however, set each part with their own font if you prefer. Once again, be careful with font selection. Only choose fonts that are easy to read. Fonts with lots of embellishments or are normally italicised (for instance, script-like fonts such as *Edwardian Script*, or *Mistral*) are probably inappropriate for projecting lyrics.

Also, good typographic rules state that there should only be 1 or 2 different fonts in a display. Having lots of different fonts creates a distraction. Try to limit the number of different fonts to 2 - for example, use one font for title, author and copyright information, and one font for all lyric components.

### Font sizes

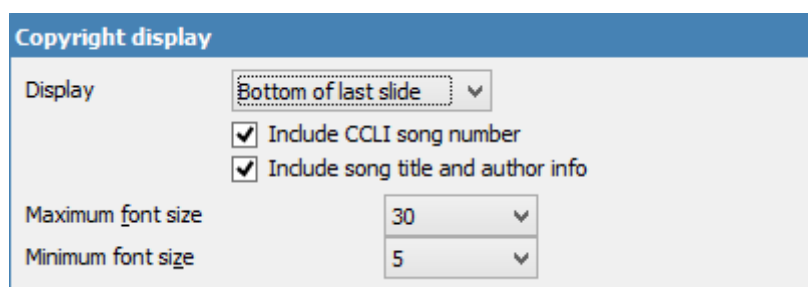
CMO will scale text up or down in order to fit lyrics on the screen. But if no limits were placed on this scaling, you could end up have a verse displayed at 40 points, and a short chorus or bridge displaying at 100 points. That sort of variation is a distraction for congregations.

So, you can set the maximum and minimum font size that CMO will scale up or down to. Even though you can set a minimum font size, CMO can still go below that if there is no other way to get the lyrics on the display.

### Copyright display

There are a number of options for displaying copyright information. By default, copyright information will be displayed on each slide of a song. But you can also turn the copyright display off completely, or only include it on the last slide.

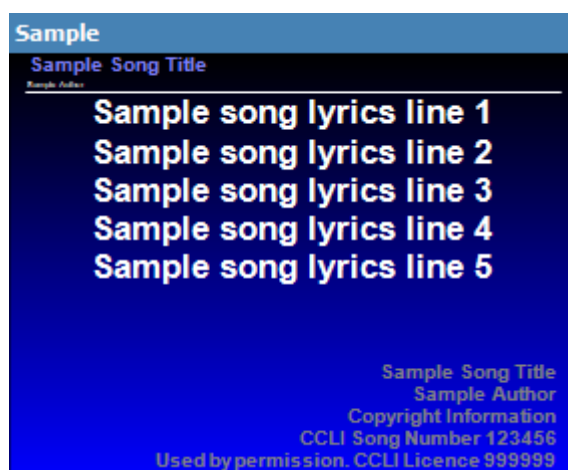
You also have the option of including the CCLI song number in the copyright information, and also the song title and author info.



The screenshot shows a settings panel titled "Copyright display". It contains the following controls:

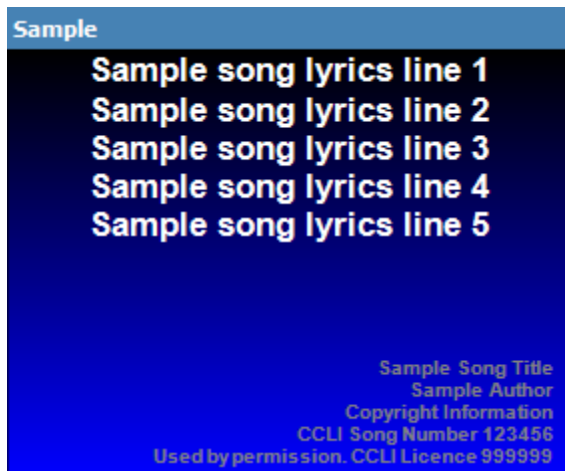
- A "Display" dropdown menu set to "Bottom of last slide".
- Two checked checkboxes: "Include CCLI song number" and "Include song title and author info".
- A "Maximum font size" dropdown menu set to "30".
- A "Minimum font size" dropdown menu set to "5".

When the "Bottom of last slide option" is selected, you can additionally set the maximum and minimum font sizes for the copyright display to control how large this component can get



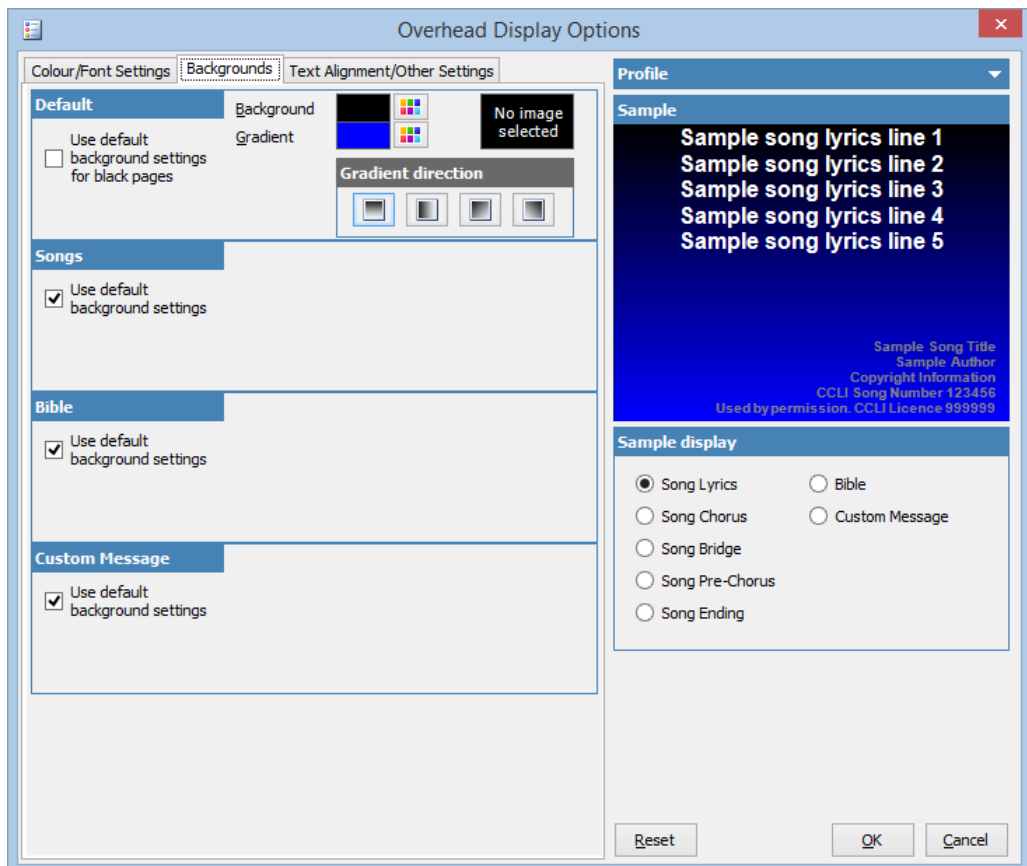
### Title and author

If you don't want the Title and Author information to be displayed on each slide, you can turn them off using the "Display" checkboxes.



## Backgrounds

The second tab on the dialog is for backgrounds.

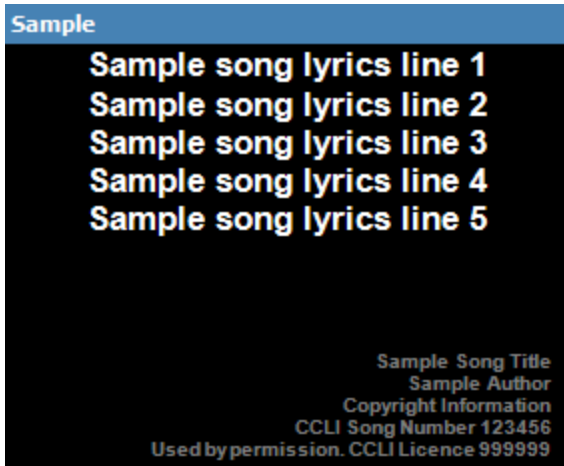


Here we can define the background style to use when projecting lyrics.

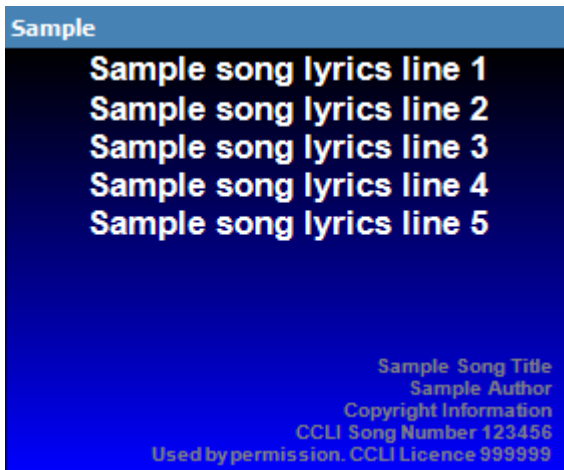
The top segment of this tab is "Default". This is the background that will apply to all the sections where the "Use default background settings" checkbox is ticked.

There are four parts to each background setting.

**Background colour:** This is the base colour of the background. If the background and gradient colours are set to the same colour, the result looks like this:



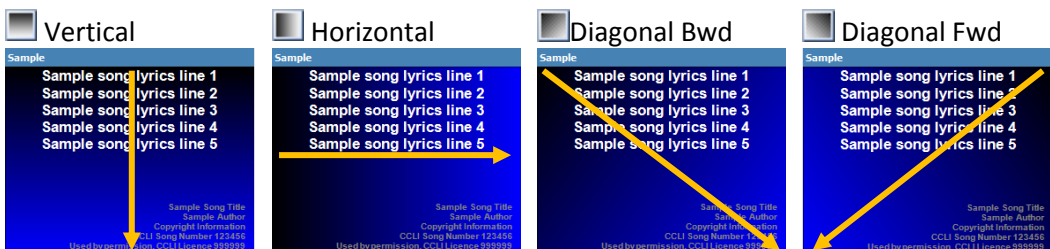
**Gradient colour:** Applying a gradient to the background can add a visually pleasing effect to the display. For instance, setting the gradient colour to blue creates this style:



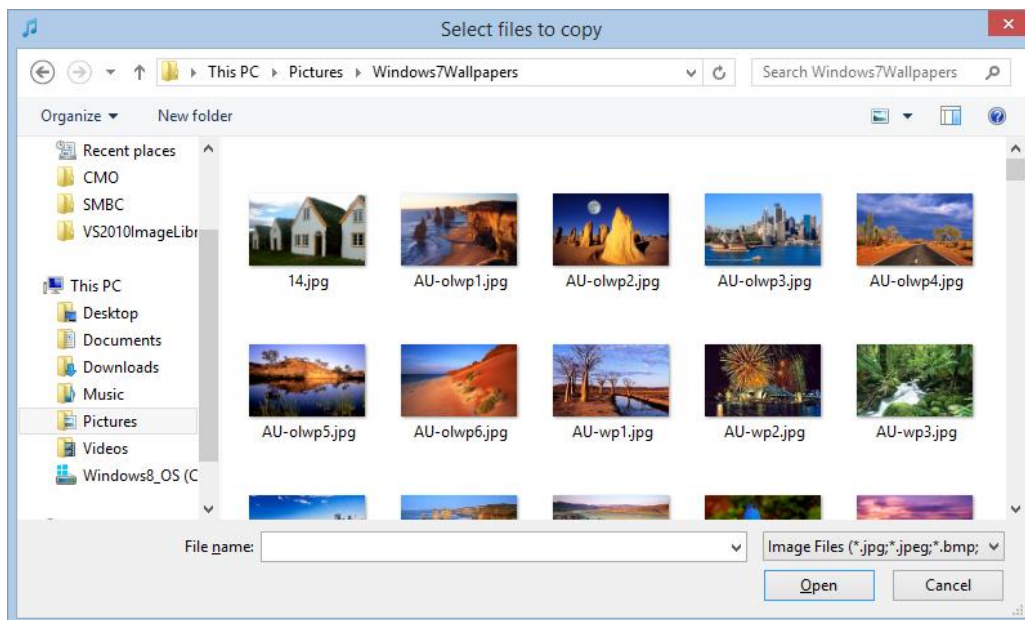
**Tip:** If you want to swap the background and gradient colours, double-click on one of the colour samples.



**Gradient direction:** The gradient can be set in one of four ways:

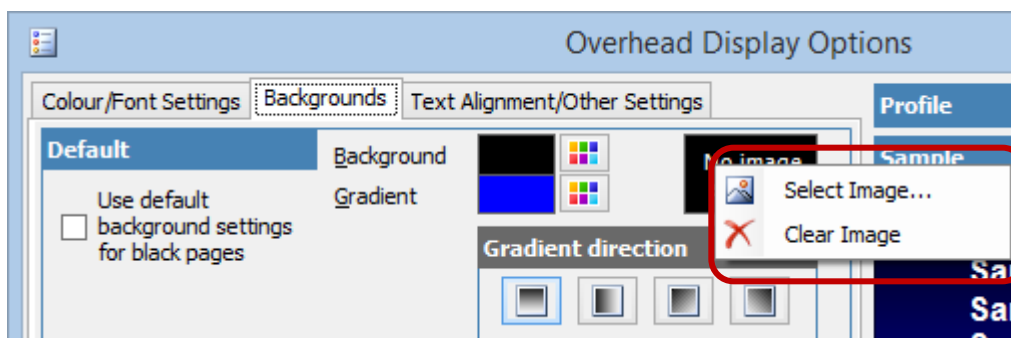


**Background Image:** If you want to use an image as the background, you will first need to add some images into CMO. Back on the main window, go to the "Overheads → Copy Background Images to Images folder..." menu. This will open a file selection dialog where images can be selected.



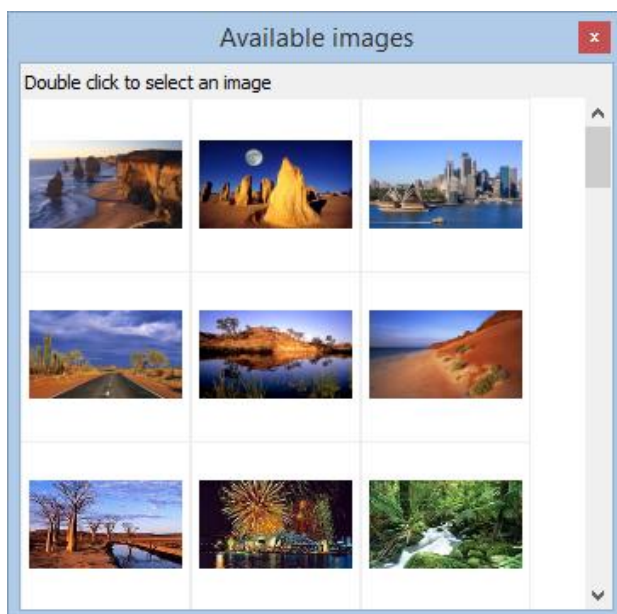
Hold the Ctrl key down to select multiple images. Once you have images in the CMO images folder, you can apply them to backgrounds.

Right-click on the box that says "No image selected". A context menu will appear.

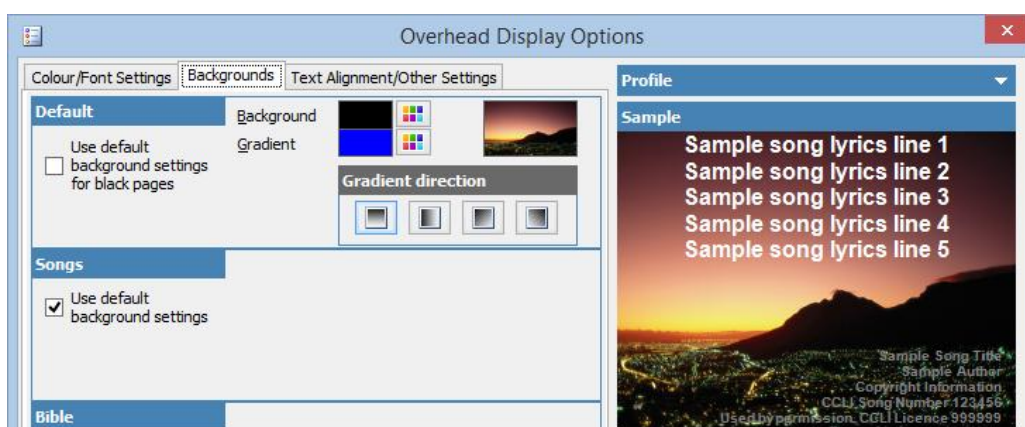


Click on the "Select Image..." to open an image selection dialog.





Double-click on the image you want to use to select the image.




**Note:** When background images are being used, CMO will automatically make all fonts outline. This is to ensure visibility - text without an outline can easily be lost in a background image.

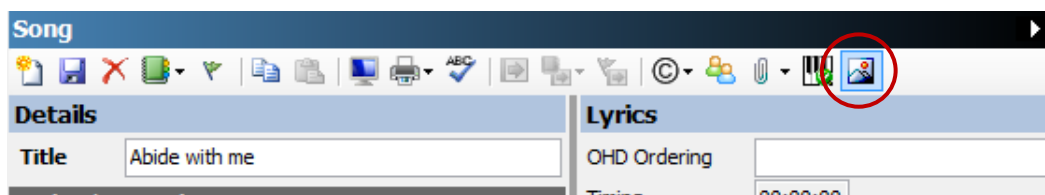
### Songs with background images

The settings above controls what happens at a global level with backgrounds. If nothing else is in place, then these defaults will be used.

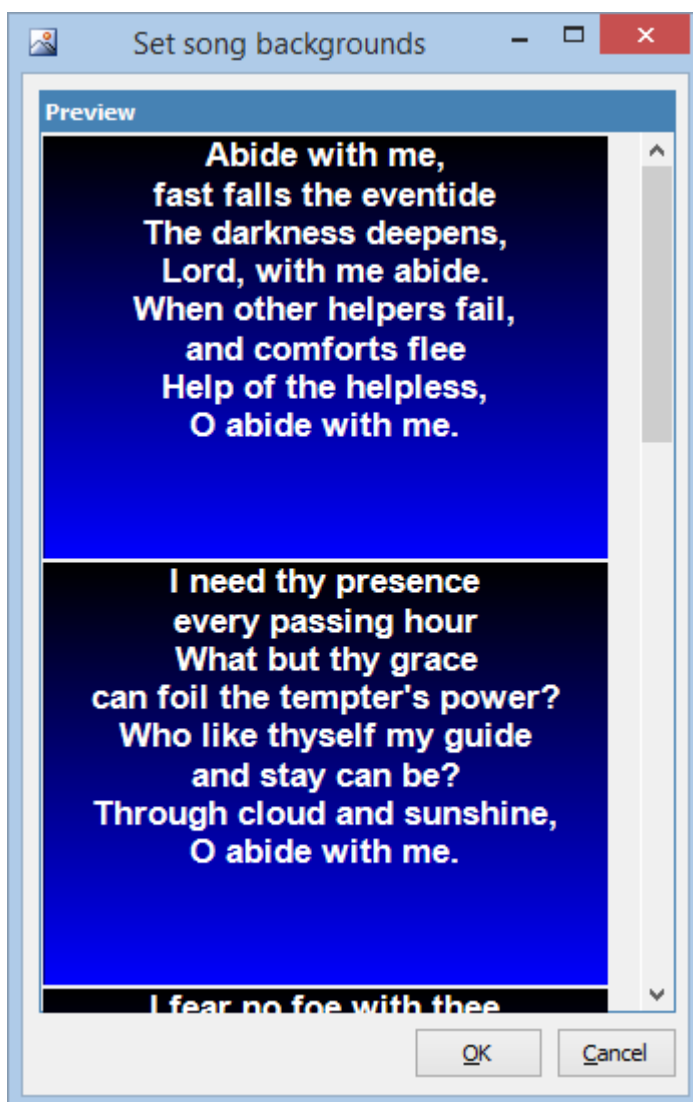
You can set different backgrounds for songs, Bible references and custom messages, leave the songs using the default and define a special background for Bible references.

Also, background images can be set for individual songs. In that case, the backgrounds defined for the song will take precedence over the global settings.

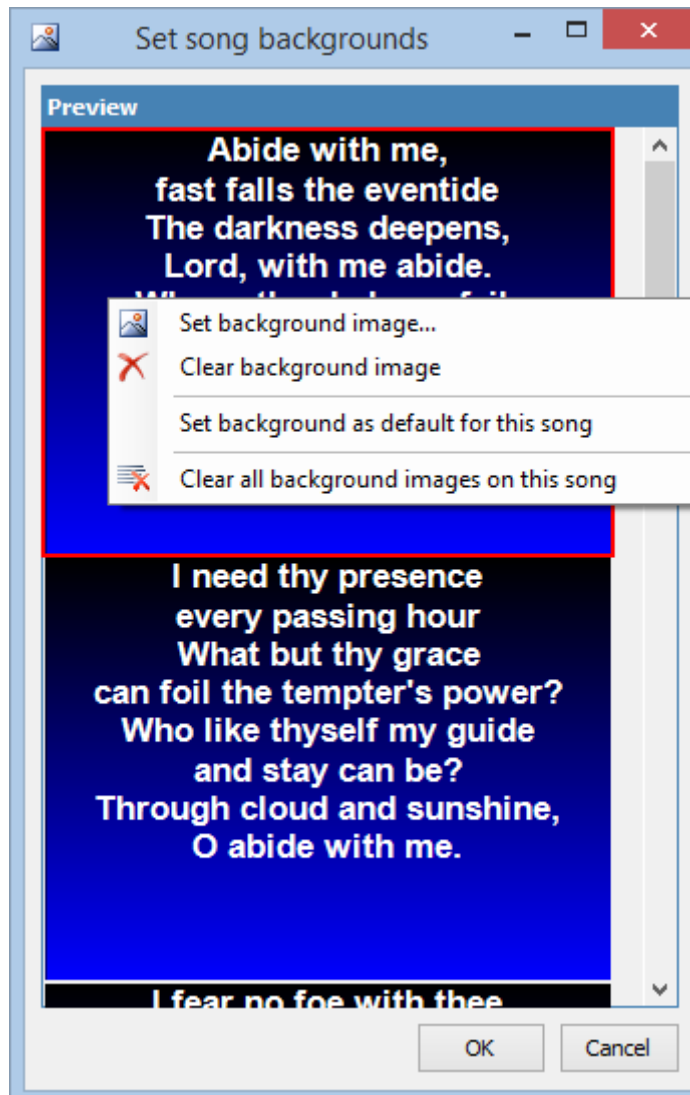
To define the backgrounds for an individual song, first select the song from the song list, then click on the  button in the song toolbar.



The following dialog will be displayed.



Each verse is rendered using the current background and gradient colours. When you right click on a verse a context menu will appear.



Click on "Set background image..." to bring up the image selection dialog to choose an image for that verse.

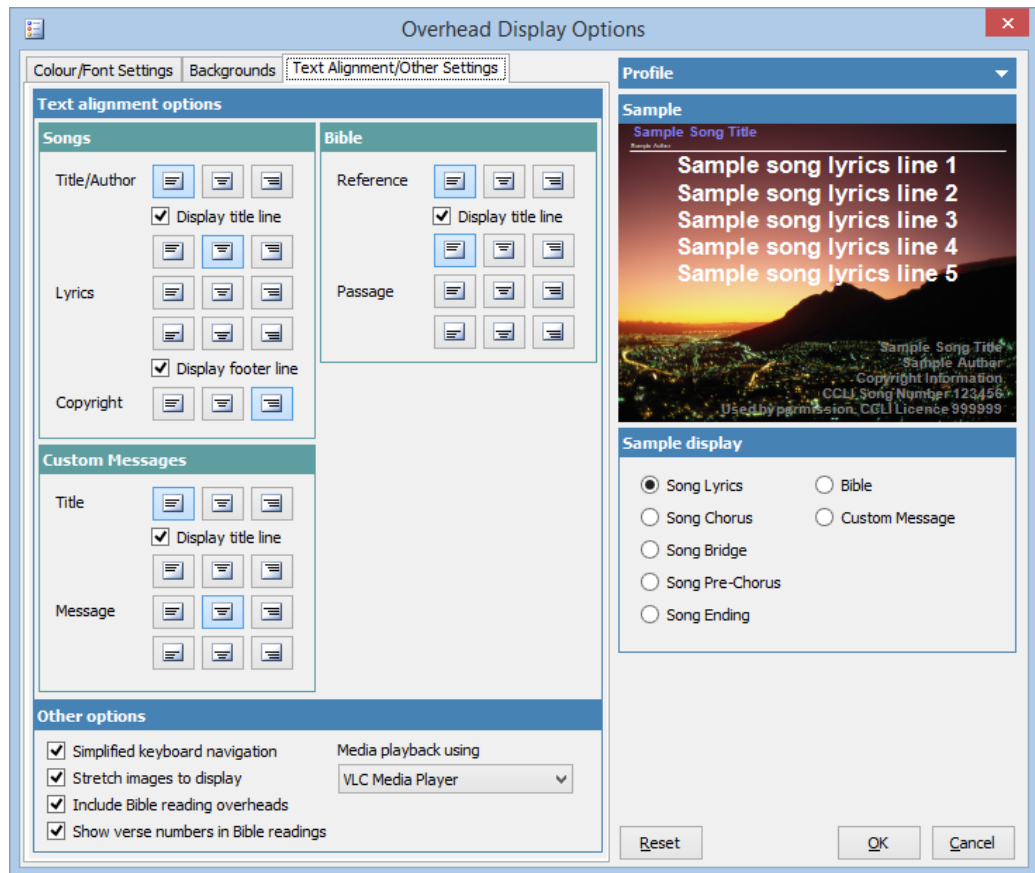
If you want to make that image the default for all verses in the song, right-click on the verse again and select "Set background as default for this song".

You can set individual images for each verse.

Once background images for a song are set, they will take precedence over any other default settings.

## Text alignment

The final group of settings for overheads is text alignment. These settings control where on the screen each of the parts will be aligned to.

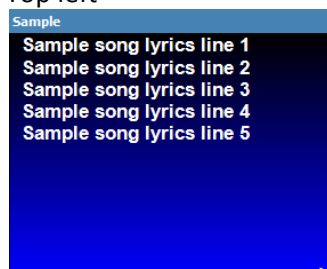


The **title** and **author** parts are aligned together, and can be either left, centre or right aligned. They always appear at the top of the page when they are visible.

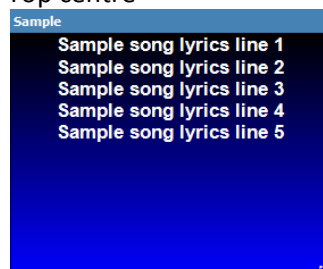
When the title or author parts are visible, you can include a line just underneath them as a separator. If you don't want this line, uncheck the "Display title line".

The **lyrics** parts (verses, choruses, etc) can be aligned in one of nine positions.

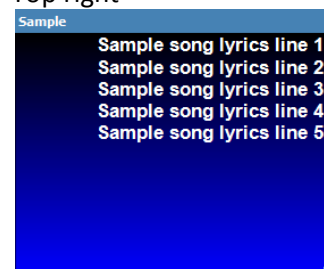
Top left



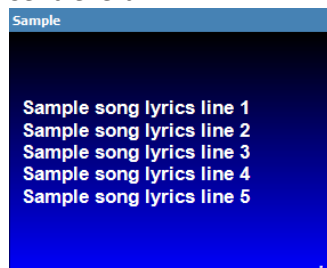
Top centre



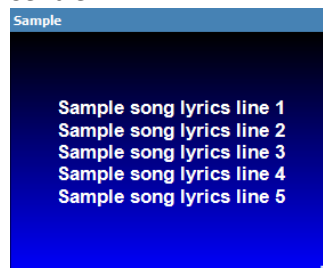
Top right



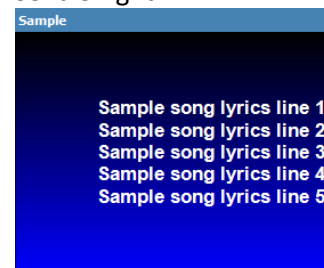
Centre left



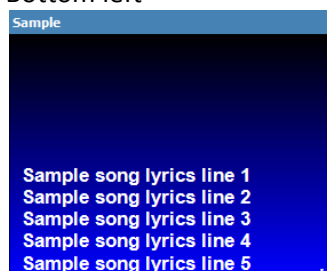
Centre



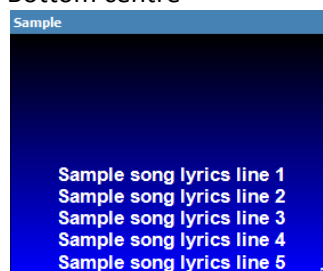
Centre right



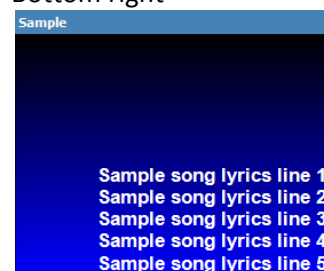
Bottom left



Bottom centre



Bottom right

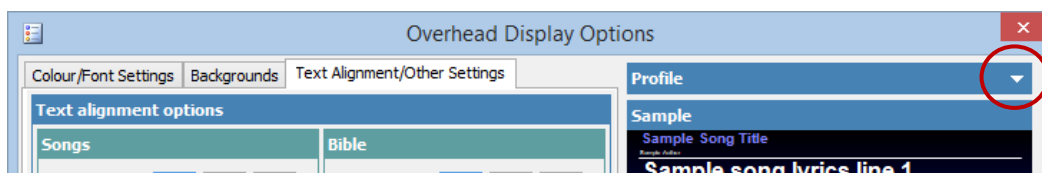


The **copyright** display, when it is displayed, can be either left, centre or right aligned.

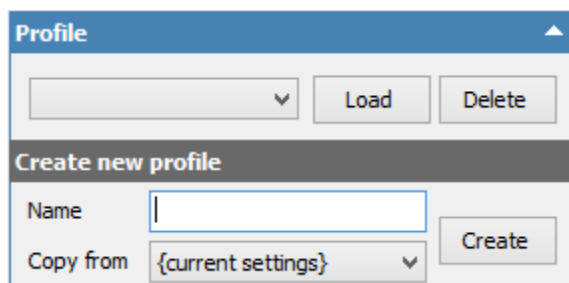
When the copyright is displayed on each verse, you can include a line just above the copyright lines. If you don't want this line, uncheck the "Display footer line". This option is not available when there is no copyright being displayed, or when the copyright is only on the last slide.

## Profiles

There are a lot of settings you can apply for overheads, and there are a lot of reasons why you might want to change them regularly. For instance, if your church runs any special events, you might want to have a standard background image on all the songs and notices. If you run a children's program you might want to use different font to the one you use on Sunday morning. Messing around with overhead settings would quickly become frustrating when the sound desk people need to reset everything back for Sunday morning. In this situation, CMO provides overhead profiles that allow you to quickly switch between different sets of configuration.

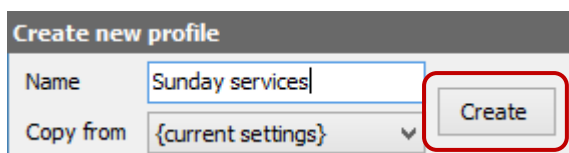


By default the profile section is collapsed. Click on the arrow button to expand it.

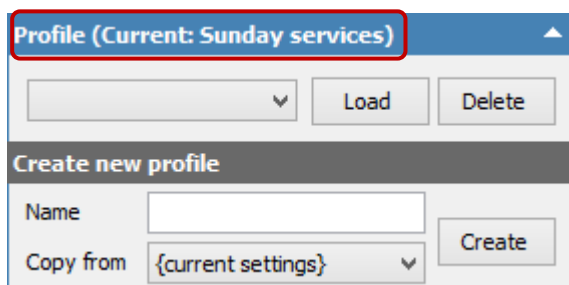


In our example setup, we're going to need three different profiles. One profile for Sunday mornings and evenings, another profile for a youth event, and another profile for a conference.

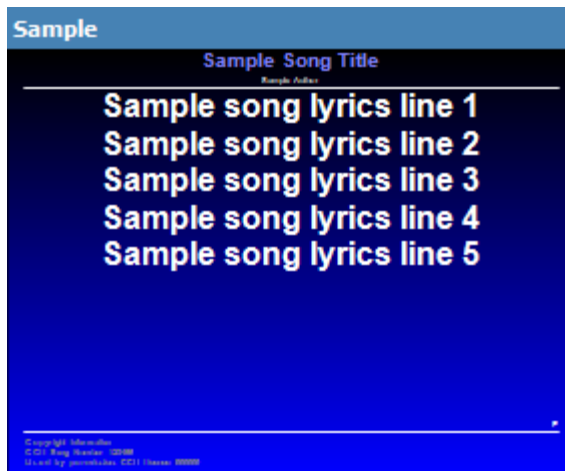
To create these profiles we first enter a name into the text box. If there are any existing profiles we want to use as a starting point, we could select the profile in the "Copy from" dropdown list. Alternatively, we will leave the "Copy from" as "current settings" and just use whatever is currently set on the overhead options dialog. We then click "Create" to create our profile.



As soon as we create the profile, it will become the currently selected profile. We can see this here:



We can now set up our Sunday services profile by making any changes to the overhead style.



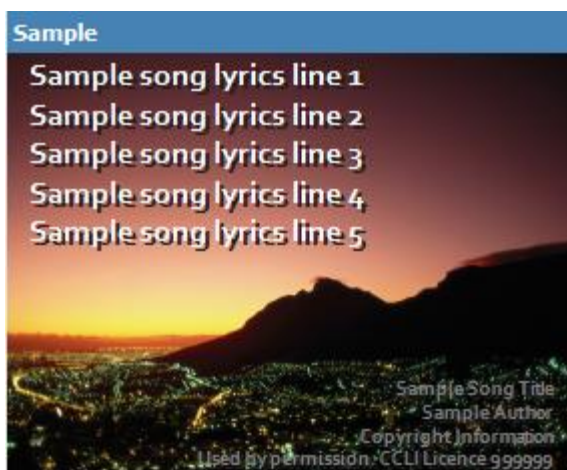
The default font is set to "Arial". The title and author are centred. Lyrics are top centred. Copyright is displaying on each slide, and includes the CCLI number. Copyright is left aligned. Background is set to a vertical gradient from black to blue.

Now we can create a new profile, called "Youth event".



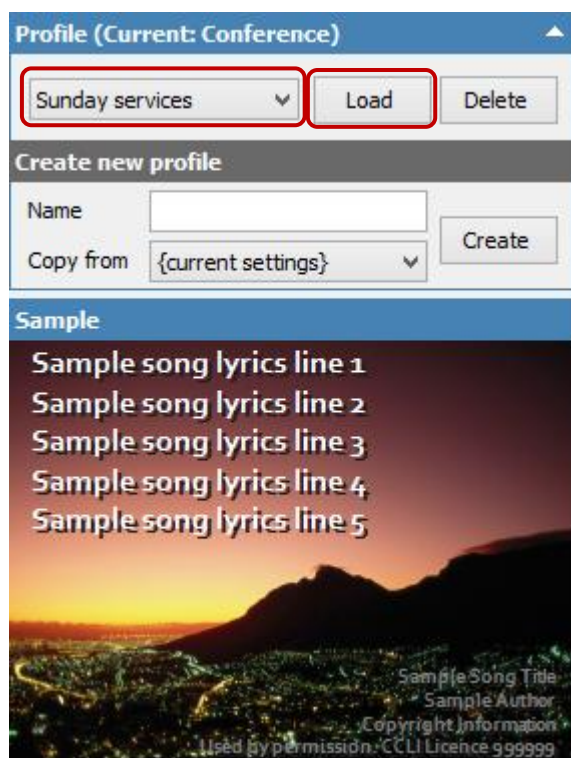
The default font has been set to "Comic Sans MS". The title and author are not displayed. The lyrics are centred. Copyright is displaying on the last slide only, includes song title, author and CCLI number, and are right aligned. Background is a horizontal gradient from green to black.

Finally we can create another new profile called "Conference".



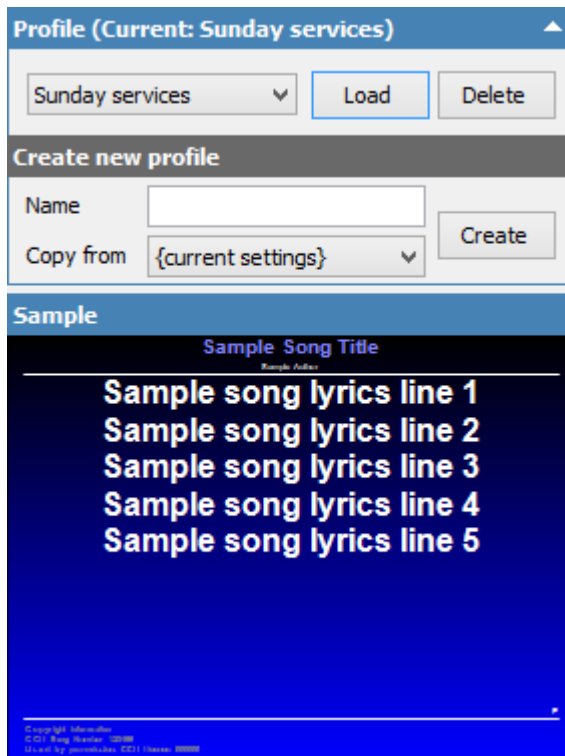
The default font has been changed to "Corbel", and a drop shadow effect has been applied to all text elements. Title and author are not displayed. Lyrics are top left aligned. Copyright is only displayed on the last slide, with the song title and author, right aligned. A default background image has been applied.

To switch between each of these profiles is simply a matter of selecting the profile from the list and clicking on load.



In the example above, the current profile is "Conference". I've selected the "Sunday services" profile from the list, and after clicking "Load" the new profile is loaded.





## Summary

In this chapter we've looked at a lot of the options for formatting the display of overheads, include font and colour options, background options and alignment options. We also looked at how to use overhead profiles.