

AUDIO / VIDEO REQUIREMENTS

COMPUTER, PROJECTOR, AND SCREEN

Susan's entire presentation is presented from her MacBook using a 16:9 display ratio. Client must provide a wireless clicker to use with Susan's MacBook. The larger the screen and the higher the quality of the projector, the better.

MICROPHONE AND AUDIO

Susan requires an over-the-ear microphone connected to a high-quality audio system. Speakers/audio should be very high-quality and sufficient for the entire audience to hear sound/video clips played directly from Susan's laptop. Please make sure the sound system is functioning and tested before her arrival. Handheld, wireless microphones must also be present with event staff to run them to audience members during interactive, Q&A segments of Susan's presentation.

NO PODIUM PLEASE

Susan prefers no podium to be on stage. If one must be present, she prefers it to be pushed back so that she may walk in front of it unencumbered.

BEVERAGE

Please have a bottle of water available to Susan while on stage.

CONFIDENCE MONITOR

Susan prefers a confidence monitor, if possible.

AV TESTING / SOUNDCHECK

Susan must have the ability to do an audio/visual test no fewer than 30 minutes before taking the stage. Event staff must be present during audio/visual test in the event troubleshooting needs to occur.

INTERNET ACCESS

Susan presents using her own laptop with embedded videos. The entire presentation and all content are self-contained and do NOT require Internet access.