

Technical Rider / AV Requirements

1. Presentation Materials and Display:

1.1 Presentation Format:

SPEAKER creates slides to accompany her presentation using Microsoft PowerPoint software. This presentation will contain custom fonts, audio, video, and may leverage Keynote-specific features. She will email it to the client contact in advance of the meeting, and will also bring a PowerPoint version to the event on a USB drive as a backup.

1.2 Computer & Event Projection:

Event projection systems must be capable of presenting slides in 16:9 display ratio at a minimum of 1920x1080 resolution.

2. Audio & Cueing System Requirements:

Professional quality sound for attendees is critical for a successful event. SPEAKER requires a venue-provided, lapel-attached lavalier or countryman mic connected to a professional sound system capable of room-filling vocal and musical audio. SPEAKER requires a venue-provided cueing system for slide and video control. SPEAKER will bring an additional queuing clicker as a backup.

3. Confidence Monitor(s):

While these are not critical, the SPEAKER appreciates the presence of one or multiple conference monitors. The presentation will be memorized and rehearsed, but SPEAKER notes are helpful reminders of any CLIENT-specific or INDUSTRY-specific content which is not part of SPEAKER's standard program.

- one of them should display the current slide
- if two are present, the second one should display the SPEAKER notes

Thanks so much for your help with our AV and Technology requirements! Please let us know if you have any questions.