



SUGGESTED AUDIO-VISUAL SET UP

- **Presentation Format**

Derek's presentation format is 16:9 with HDMI connector using MAC Keynote software

- **Projector**

Wherever the projector is positioned, make sure that Derek is not caught between projector and screen as he moves around the stage or floor

- **Screen(s)**

If screen(s) are not easily visible from the presentation location, a front monitor may be required

- **IMAG**

If IMAG is to be used, a confidence monitor up front exclusively for Derek's slides is a must

- **Podium**

Derek will not use a podium - a small table for notes on stage or floor is requested

- **Microphone**

Lapel wireless microphone

- **Audio Patch**

Audio patch needed to the laptop computer

Note:

- Derek usually sets up at least one hour before his presentation
- Derek will provide the lap top and remote control. The lap top can be positioned anywhere in the room
- In the event that two computer sources are to be used, it is recommended that an Active VGA Splitter/Switcher be used
- If available, a stage facing clock is recommended but not imperative.