



Brian Carter – AV/Room Requirements

To deliver the best possible session for your attendees, Presenter will need:

- Cordless lavalier microphone (clip-on lapel microphone). Mic volume should not be so loud that the audience is intimidated or quieted by it. If possible, any trailing echo (not just feedback) should be eliminated. Presenter will give feedback on mic volume if needed at the soundcheck.
- Projector and screen (Brian prefers to use a common event laptop, that laptop will need to install five uncommon fonts he uses in his presentation. He has a zip file of the fonts that's easy to load on a PC. You can get them here: <https://drive.google.com/open?id=0B3d27LC1INZ4WmQyZDFiSWFXNXc>)
- Regarding screens, pictures and presentation: Presenter's presentation contains a lot of slides and moves fast. It's not the typical PowerPoint where the speaker stays on the same slide for 2 minutes. It can be as quick as 5 seconds per slide. The jokes are often sight-gags that require the presentation to be up all the time. (The A/V director won't know when to switch from live to PowerPoint and result can affect joke timing.) It's most effective to keep presentation visible at all times.
- If there are two monitors of me on either side onstage, then we have one of Presenter live on one side, and the presentation up at all times on the other side.
- If it's a small room or audience (under 400 people), when there's a camera version of Presenter onscreen, the audience gets confused about whether to look at "live Presenter" or "screen Presenter." There's a "cool factor" to the camera version but it can paradoxically diminish the impact of the person onstage. So, in smaller rooms, it may be most effective to show the PowerPoint continuously on both sides.
- Brian prefers to have a confidence monitor in front, but is flexible
- We recommend the audience be as close to the stage as possible (through seating arrangement), with no extra unused chairs, and seated as close together as possible. Push roundtops as close together as possible for maximum intimacy and crowd warmth and response.
- If possible, we request food and all waitstaff be cleared from the audience area before speech begins. We recommend a short break before the session if the audience has been sitting for 60 minutes or more to prevent a large portion of the audience taking "comfort breaks" right after the Presenter is introduced.