



Strategies For Winning

Audio/Video Preferences

During my career, I've given many speeches in competitive and professional environments. As such, I've learned what I need to do an exceptional job for you. The following are several audio/visual tips and needs.

All of my speeches are customized for each specific event. For most of my programs, I only need a wireless microphone (preferably a lavalier microphone with a belt pack). I will let the hosts know well in advance if I require the capability of presenting a PowerPoint presentation.

For PowerPoint presentations (if used), I will bring:

- A Windows 7-based (core i5) laptop, configured to its native projector resolution.
- PowerPoint slides of my presentation in a 4:3 format. If you require a 16:9 format, please notify me at least one week prior to the event.
- A wireless presentation mouse/clicker, with an effective range of 50 feet.
- A USB drive containing my presentation and related materials. In the event of equipment failure, my presentation can be run from another laptop equipped with a USB port.

For PowerPoint presentations (if used) I will need:

- AC Power within six feet of the computer and a small, sturdy table to place the computer.
- A clip on wireless lavalier microphone with a belt pack. Since I move around a lot, as an alternative, my second choice is a wireless hand-held microphone. Generally, if your audience is less than 50 people, I don't need a microphone.
- A projection system and VGA cable for my laptop. I can present with the room's lights on or off.
- A projection screen. If you have a choice in the placement of the screen, please place it in the front corner of the room, stage right (which is to the left of the audience facing the stage).
- Some meetings use iMag, which projects the image of a speaker on several large screens. I like this arrangement; however, if iMag is used, please configure it so that at least one of the screens shows nothing but my presentation.

Thanks and Regards,

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