**STAGING AND AUDIO-VISUAL**

**REQUIREMENTS**

**Computer, Projector and Screen**

Susan uses a 13” MacBook laptop that has a standard HDMI port for video output. Susan’s entire presentation is presented from her computer using a 16:9 display ratio.  Client must provide a wireless clicker to use with Susan’s MacBook laptop. The larger the screen and the higher the quality of the projector, the better.

**Microphone and Audio:**

Susan requires a wireless lavaliere microphone connected to a high-quality audio system. Speakers/audio should be very high-quality and sufficient for the entire audience.  Please make sure the sound system is functioning and tested before her arrival.

**No Podium:**

Susan prefers no podium to be on stage.  If one must be present, her prefers it to be pushed back so that her 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.

**Audio and Video System Testing:**

Susan, must have the ability to do an audio/visual test no fewer than 30 minutes before taking the stage.

**Internet Access Not Required:**

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