



DAVID T. SCOTT AV REQUIREMENTS

EXPERT ON LEAD GENERATION MARKETING

WHAT YOU CAN EXPECT:

The presentation consists of several PowerPoint slides with some animation and automated transitions (on David's Apple computer). During the presentation, David will control all of the PowerPoint slide advances.

Lavaliere Microphone, Slide Advancer and Sound:

- » Please provide a clip-on lapel, cordless lavaliere microphone with fresh batteries
- » Please provide wireless slide advancer.
- » The projection unit does not need to be wired for sound.

Rehearsal:

- » David will need to check the media and sound before the event – just to make sure that everything works correctly – and to allow sufficient time to correct, if not.
- » If possible, the same A/V technician who will be present during the presentation should rehearse with David the night before.

Stage, Lighting & Screen(s):

- » The staging area should be large enough so that David can comfortably move around.
- » The screen(s) should be large enough so that everyone in the audience can read the information on the screen(s) easily.
- » Room lights should ideally be on a dimmer so house lights can be adjusted to lower levels for slide projection and, ideally, turned off completely when running the video clips.

Videotaping:

- » David may request that the speech be videotaped. If the session is not being videotaped, Mr. Scott may bring his own videographers.

Thank you for your attention to these notes. We look forward to a successful program.

Screen Projection and Back-up Laptop:

- » David will bring the presentation loaded on his own Apple computer to be connected to your LCD projector or equivalent. Please have both the Apple compatible HDMI connecting cable and a power strip at the podium.
- » You may wish to have a high-speed, high memory laptop loaded with Microsoft PowerPoint 2010 to be used as a backup.
- » David will bring a backup version of the presentation on a thumb drive.