

EVENT RIDER

TECHNICAL REQUIREMENTS



- Wireless lavalier microphone with fresh batteries and a back-up microphone, hooked into house sound system or amp and speakers
- Hand-held microphone to use on the floor to talk to the audience
- Projection Unit and Large Screen (10 foot minimum)
- LCD projector with extra bulb
- Remote slide advancer
- A countdown timer on stage

PRESENTATION



- The person who introduces Dr. Michelle will need to present a video prior to her walking on stage. This video can be found in the dropbox link to the presentation materials.
- Please make sure that your AV team has downloaded all videos ahead of the event and has it ready on their machines to roll for "tech check/ rehearsal".
- Presentation is built in 16:9 on the most recent operating system. Please ensure your team has a way to calibrate monitors to this size.

AUDIO AND VIDEO



- There are proprietary videos embedded into the keynote that require an audio hook into house sound system
- Confidence monitor, not required, but if available, much appreciated.
- A/V technician needed prior to the keynote for review of sequencing and mic check.
- On kick off call, please have the contact information of your technical lead.
- A/V will need to lower house lights during videos.
- A/V will need to leave AUDIO ON during presentation for videos.
- Video recording needs to be approved and for internal use only please share all video and photo footage with us 14 days post event.

OTHER REQUIREMENTS



- Ice Water - on stage in a cup with a lid and a straw is appreciated- thank you - this is to ensure there are no sloshing water sounds being transferred through the lavalier.
- Video recording is allowed strictly for client's INTERNAL educational use, and may not be distributed, sold, repurposed or uploaded to the Internet in any form.
- Dr. Michelle's team is to receive a raw file copy of all footage within 15 days of the event.

