

AV NEEDS

TO HELP YOUR MEETING GO OFF SMOOTHLY, MONICA OFFERS THE FOLLOWING GUIDANCE ON AV SET UP.

- **SOUND** – Monica is high energy and prefers to move around the stage and/or room. For that reason, a lapel mic is needed, but a hand mic will work too. If you have a podium you prefer she stands behind, she'll try to comply!
- **MICROPHONE** – A roaming microphone, if available, is a good idea as well. She loves to engage the audience.
- **PROJECTOR** – a projector with audio is best as Monica's presentation often has embedded video that requires sound.
- **PRESENTATION** – Monica will bring her laptop computer (MAC) with a universal dongle connector and will have her presentation the day of the event on her computer and on a separate flash drive unless arrangements are made to have the presentation prior to the event.
- **HANDOUTS** – a pen and paper is usually the only thing the audience needs!



CONTACT INFORMATION

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