

Technical Rider / AV Requirements

1. Audio

- Kate will need a wireless, Lavalier clip-on microphone or earpiece microphone with belt pack. A wired or handheld microphone compromises effectiveness of presentations.
- A professional sound system capable of room-filling vocal and musical audio is critical to a successful event.

2. Video & Graphic Projection

- Kate uses Microsoft PowerPoint for presentations and may include videos, which are available in .MP4 formats.
- PowerPoint slides are provided in 16:9 aspect ratio.
- Kate will project graphics/video via a Mac laptop computer. She will have a VGA and HDMI adaptor for projection.
- Kate will bring a clicker for controlling her computer on stage.

3. Stage

- Kate does not require a Lectern/Podium. If one is used for other presenters, it should either not be positioned stage center, or, be movable to allow for audience participation to take place on stage for non-obstructed views.
- Audience should sit as close to the stage as possible to allow for interaction.

4. Other

- To ensure your audience has the best possible experience, Kate prefers to complete a technical check at least two hours before the presentation. This typically takes 30 minutes.
- Slide copies are not available for distribution except by prior agreement.
- A low cocktail table on stage with covering linen is appreciated.

Thank you for your assistance.

If you have questions or wish to contact me before the event, please email me at:
kate@kateziegler.com.