



A/V requirements

Maureen uses Powerpoint (with no video) and will bring her own laptop, clicker and HDMI cable.

The client will provide:

- LCD projector & screen
- Microphone –lavaliere (lapel) or wireless microphone
- Lectern is optional, but if present and it cannot be removed, it should be near the front right of the stage, from the audience's perspective.
- For audiences over 100 only –Platform/Riser 20' by 8'
- One 6' table to display educational materials & books (if previously agreed to)
- One chair, no swivel, no wheels, placed near the center of the stage.
- Please don't serve food or clear plates while Maureen is speaking.
- If you plan to have a head table, PLEASE clear the seats before Maureen speaks. Her style is animated and requires the use of as much of the stage as possible. (Possible solution: Some groups will have reserved tables on the floor, and have those seated at the head table move down for the program.)

This is all to enable your audience to have the best experience...and make YOU look GREAT!

Questions? Just give us a call at(330) 441-0722

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