

DEVIN HENDERSON

AV/TECHNICAL NEEDS

AUDIO

- Preferred Mic for Devin: Over the Ear OR Lavalier (Clips on to shirt).
- Also, please have 1 Wireless Handheld with mic Stand on stage for audience volunteers.

VISUAL

- IMAG: if possible, we recommend projecting a live video feed of Devin onto the big screen.
- We will email a link to Devin's PowerPoint a few days prior to the presentation.
- Please provide a flip chart with 2 black or dark-colored markers onstage.

IDEAL STAGE SET-UP

- Stage should be clear of a lectern and other large items.
- If stage lighting is available, please dim the house/audience lighting.
- A bottled water on stage would be greatly appreciated.
- Audience members will need easy access on and off the stage or platform.

IDEAL AUDIENCE AND ROOM SET-UP

- The first row of people should be as close to the stage as comfortably possible.
- There must not be a large gap, such as a dance floor, between the stage and audience.
- There should be no one sitting behind or to the immediate sides of the stage.
- If Devin's keynote follows a meal, the tables must be cleared before the program.
- If there is a bar, please have it closed during Devin's presentation.
- The person introducing Devin should have everyone's undivided attention before reading the introduction.
- If necessary, the introducer should ask everyone to turn their chairs toward the stage.