



BRUCE BABASHAN — AV & EVENT REQUIREMENTS

My goal is to make the program as easy as possible for the event team while creating the best experience for the audience. The following setup is preferred for all keynote presentations.



AUDIO / VISUAL

- **Wireless lavalier/lapel microphone.**
- **Video projector and screen** appropriate for the size of the room.
- **House sound system** capable of playing audio embedded in the presentation.
- **Wireless presentation remote/clicker** allowing me to advance slides from anywhere on stage.
- **Confidence monitor** positioned so I can easily view the current presentation slide while speaking.
- **Reliable wireless internet access.**



PRESENTATION & SLIDES

I prefer to use the venue's **in-house presentation system** whenever possible. I will provide my customized presentation slides to the AV team.

Because I frequently customize my presentation for the specific audience and event, **slides may be updated or replaced up until shortly before the presentation begins.** Please have an AV representative available to accommodate any last-minute slide updates.



STAGE SETUP

I move around the stage throughout my presentation and prefer an **open, unobstructed stage.** Whenever possible, please remove podiums, lecterns, chairs, tables, plants, unused microphones, and other equipment from the primary presentation area before the program begins.



PRE-EVENT MEETING

Please schedule a brief **client/AV meeting and sound check at least 60 minutes before the presentation,** unless another arrangement has been mutually agreed upon. This allows us to confirm the presentation, AV setup, room configuration, timing, and any last-minute program details.





MEAL EVENTS

When the keynote is part of a breakfast, lunch, or dinner program, it is **strongly preferred that meal service be completed and plates cleared before the presentation begins.** This minimizes distractions and allows the audience to fully engage with the program.



SPEAKER COMFORT

Still or bottled water on or near the stage would be appreciated.



Thank you for helping create a smooth event and an engaging experience for your audience. If your venue has different technical requirements or limitations, please let me know in advance so we can coordinate accordingly.

