



AV Setup

1. FACILITY AND EQUIPMENT - The Presenter will provide the following:

a) Personal Mac Laptop & charger. b) Two different adapters to run the presentation to the projector from laptop. Presenter has both a DVI port adapter and a VGA port adapter. (No preference on which she uses, defers to the A/V folks). c) Wireless remote control/presenter device to advance the PowerPoint slides during the presentation. This will be synched to computer on the podium.

2. FACILITY AND EQUIPMENT - The Venue will provide the following:

a) Lavalier microphone. b) LCD Projector capable of connecting to a Mac computer. c) Large projection screen to display her PowerPoint presentation (which will be run from presenter's personal computer). d) Wireless remote control/presenter device. e) Podium with electrical outlet (outlet can be on podium or nearby) so the Mac can be plugged in during the presentation.