

## **A/V requirements**

### **Computer and Slide Advancer**

Pandit uses his **MacBook** Air for PowerPoint presentations. He brings his own HDMI / VGA adaptors and slide advancer. If client prefers to use their laptop and equipment, Pandit can send the presentation in advance of the event so client can have it loaded up and ready to go.

### **Client to provide the following**

- Projector
- Screen
- Lavalier microphone (preferred)\*
- Pandit's presentations contain videos so sound will also be needed.

*\*If speaking to groups of less than 40, a microphone may not be required.*

### **Stage and Podium**

Pandit prefers to not stand behind a podium so he can easily engage with the audience. If a podium is present on stage, he requests to have it placed on the side or back of the stage, if possible. A small table on the stage, to keep water and laptop, is requested.

\*Room temperature water is requested while on stage

### **Additional Accessories**

For workshops requiring writing exercises, client will need to provide notepads and pens.

### **Recording and Photography**

The client may record the presentation and take pictures. Pandit requests client to provide him a copy of the video and pictures.