

WORKSHOP AUDIO-VISUAL REQUIREMENTS



The following is a list of the Audio-Visual equipment required for your Workshop:

- ❖ Hugh will travel with his laptop computer. If you prefer he can supply his presentation show in advance.
- ❖ Hugh prefers to present to groups of 6 or 8. If not possible, please contact our office so that Hugh can adjust his presentation.
- ❖ LCD projector and large screen - minimum 10ft. is preferred for good quality.
- ❖ A presenter's table with 2 power outlets - no podium please. A draped or skirted table that is approximately 3 feet square is ideal.
- ❖ Sound connection (mini jack) from Hugh's laptop computer to the house sound system. Please advise if this is not possible.
- ❖ For larger groups (over 50 people), please provide a wireless lavalier microphone - clip-on lapel type.

Thank you!

