

## ***Audio Visual Requirements for Vicki Hess***

To insure the best quality program, please have the following available on the day of the presentation:

- ◆ LCD projector and screen
- ◆ Hook-up for Vicki's laptop to connect to sound system
- ◆ Wireless lapel microphone (for groups larger than 30 people)
- ◆ Small table on stage (prefer not to use a lectern) for Vicki's materials

Vicki will use her own laptop (MacBook Air) and remote mouse to properly connect with the music and video which she has on the hard drive. She will bring the adapters for the Mac to connect with the projector (VGA & HDMI).

For large venues, please ensure that there is a Confidence Monitor in front of the stage.

For all other venues, please make sure that the connection for Vicki's laptop is located near the front of the room so that she can easily see her laptop from the area where she is presenting.

Please call (410.205.5081) or email Vicki ([vicki@vickihess.com](mailto:vicki@vickihess.com)) with any specific questions.

We look forward to working with you soon!