

SPEAKER REQUIREMENTS

David Suson

AV & Event Needs

A short guide for your production and events team, so David's session runs smoothly from setup to stage.

01 Audio-Visual Requirements

- ◆ PowerPoint slides will be provided at least **48 hours in advance** and should be loaded to the conference computer system and pre-checked prior to David's arrival — unless David is using his own laptop.
- ◆ To ensure the best possible presentation, David typically arrives **one hour before his session** for an A/V check, preferably when the room is empty. Alternative timing can be arranged to accommodate your schedule, sometimes the day or night before, depending on David's travel.
- ◆ For optimal sound quality, a **wireless lavalier microphone** is needed for any group of more than 25 people.
- ◆ A confidence monitor and countdown clock help ensure seamless timing and delivery, and are always appreciated.
- ◆ To create maximum engagement with your audience, David utilizes the full stage area.
- ◆ For the best attendee experience, we recommend removing podiums, or placing them at least 6 feet from the front of the stage.
- ◆ To maintain focus on the interactive elements of the presentation, screens are most effective when positioned off to one side or above the stage.

02 Scheduling & Logistics

- ◆ A break before David's session allows time for setup and builds anticipation for your attendees.
- ◆ To ensure a fresh and energetic presentation, David typically arrives the night before.
- ◆ For convenience, we recommend hotel accommodation at the venue or close to it — **Marriott or Hilton** properties are preferred.
- ◆ Please arrange a **non-smoking King room** with late checkout.

03 Slides & Materials

- ◆ To deliver maximum impact, David's presentation includes custom-designed slides that complement his delivery.
- ◆ To maintain the high energy and impact of the presentation, slides cannot be converted to other templates.
- ◆ While the full slide deck isn't available for distribution, we're happy to provide an outline and summary for educational certification requirements.
- ◆ All materials and content are protected by copyright to ensure program integrity.

04 Recordings & Photography

- ◆ We welcome flash photography before the presentation and photos throughout — capture the best images possible.
- ◆ David's team may photograph the session for promotional use.
- ◆ If recording is desired, we'll work with your team to ensure optimal sound quality and technical setup.
- ◆ Recording and distribution rights must be arranged in advance, and if recording is arranged, **David would like a copy of the final video.**