Audio & visual requirements

01 Computer and Projection

In order to make the presentation run as smoothly and as beautifully as possible, Mushambi creates his own slides and prefers not to use event slide templates, other than for the two title and end-title slides of his presentation if requested. Mushambi will also send his Keynote or PowerPoint presentation to client at least 48 hours in advance of event to be uploaded on client/event venue's home computer system. As a back-up, he will also bring his PowerPoint presentation to the event on a USB thumb drive. Mushambi's PowerPoint presentation is in 16:9 display ratio. Client must provide computer system, large screen or projector, professional audio system, and a wireless slide clicker. Mushambi's font will also be provided and are a **mandatory** format inclusion.

02 Video and Sound

Where Mushambi has included video in his presentation there will always be sound. Please note that all videos will be embedded in the presentation and do no need to be re-added separately. No internet is needed for his in-person presentations.

03 Confidence Monitor and Timer

Mushambi prefers to use a confidence monitor on stage facing the speaker, with the current and next slide visible on two different monitors, as well as a timer with the remaining presentation time.

If two monitors are not available, please have one confidence monitor with the current slide facing the speaker.

04 Microphone and Audio

Mushambi requires a countryman microphone. If not available, please provide a wireless lavalier or lapel mic.

05 Stage Layout

Mushambi prefers there to be no large objects or podium on stage, so he can walk around freely during his presentation. If a podium needs to be on stage, please place stage left or stage right so he can walk around freely on stage. For any Q/A session a bar stool can be provide.

06 A/V Test

Mushambi prefers to do a A/V test either the afternoon before or at least 90 minutes minutes before his presentation on the same day.

07 Video and Photography

Please share all video & photo footage within 7 days of event.

MUSHAMBI MUTUMA

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