

Julie Burch *JB* Speaks!



Julie D. Burch Audio-Visual Requirements

- If a conference system will be used-- PowerPoint slides will be provided at least 48 hours in advance of the event and should be loaded to the conference computer system and pre-checked prior to Julie's arrival. If no conference system will be used, Julie will bring her Power Point slides on her laptop and will need a projector and screen with an HDMI connector and sound available.
- Julie normally arrives 30-45 minutes before her presentation for an A/V check, which should be done before attendees arrive in the room. However, if that cannot be accommodated, an alternative time can be arranged.
- Julie requires a wireless lavalier microphone for any group more than 40 people.
- It's critical to have a clear front-stage area, as Julie will be moving around the stage for maximum audience engagement. A podium at the front of the stage (center or side) blocks your audience's view of their speakers. Tuck furniture at least 6 feet from the front of the stage if you absolutely can't remove it.
- To have the highest-energy presentation, a single screen should be off to one side or well above the stage, not center stage because the presenter is the focal point and the slides are merely supplemental.