# Audio Visual Requirements

A concise production guide for creating a clear, comfortable and professional speaking environment for Dr. Suresh Devnani.

## Core setup

- **Microphone: A wireless lavalier or discreet headset** microphone is preferred so Suresh can move freely. Please keep a tested backup microphone available.
- **Presentation: Slides are normally delivered from Suresh's** MacBook. Please provide a reliable HDMI input and, where required, an appropriate USB-C to HDMI connection at stage or presentation control.
- **Format: Presentation files are prepared in 16:9** widescreen at 1920 x 1080.
- **Confidence monitor: For larger rooms, or whenever the** main screens are not visible from stage, please provide a confidence monitor facing the speaker.
- **Audio playback: If the presentation includes audio or** video, please route laptop audio through the house system and test it during sound check.

## Stage and room

- **Stage: Suresh speaks without a podium. Please keep the** central stage area clear so he can move naturally.
- **Laptop position: A small, stable table at the side of the** stage is helpful when Suresh is controlling his own slides.
- **Lighting: Please ensure the stage is evenly and warmly lit,** with enough front light for the audience to see facial expressions clearly.
- **Water: Please provide still, room-temperature water on** stage or at the side of the stage.
- **Audience: Theatre, classroom or chevron-style seating is** preferred for keynotes. The closer the audience can be to the stage, the stronger the connection tends to be.

## Sound check and timing

- Please schedule a brief AV and stage check before the audience enters whenever possible.
- For workshops or facilitated sessions, please provide a flip chart or whiteboard with several working markers.
- If photography or filming is planned, please brief the crew to work discreetly and avoid obstructing audience sightlines.
- Audio or video recording of the full presentation requires prior written approval. Short event photography and agreed promotional clips are welcome when coordinated in advance.

### BEFORE THE EVENT

Please share the venue AV contact, screen configuration, stage dimensions, presentation time, audience size and any special production requirements.

### QUESTIONS?

Use the contact page at sureshdevnani.com for the latest requirements.