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AV Requirements and Event Essentials

ON STAGE INTRO

Stage introductions are available in Michelle's downloadable Speaker Kit and as individual Word and PDF documents, though Michelle is most happy to tailor a unique introduction for your event.

AV REQUIREMENTS

Michelle will be happy to work with your team and can easily adapt to your unique set up, however, ideally....

- Lapel or Madonna Microphone is preferred (she talks with her hands!)
- Water on stage would be greatly appreciated
- Michelle will bring her own MacBook computer with HDMI provision and will have a USB as a back-up just in case. If you will need Michelle's presentation prior to the event, please advise in the briefing call.
- A countdown clock and access to the presentation in front/at the foot of the stage also avoids the need for Michelle to keep looking at a laptop or the screen and focus on your audience.
- Michelle would prefer to NOT stand and speak behind a lecturn, though having one onstage with the laptop or other items available is fine.

TAKEAWAYS and HANDOUTS

Unless otherwise agreed, Michelle does not provide her entire slide deck to participants, but is most happy to provide a PDF of the key slides and loves to prepare a handout for the session that participants can have and make notes on and take away with them.





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INTELLECTUAL PROPERTY

Michelle owns and retains all rights to her materials and content. They cannot be reproduced or distributed without her permission.

Unless you specifically work with Michelle to plan it, you don't have the right to record and then resell or reuse Michelle's presentation.

We thank you for respecting these important professional protocols.

TRAVEL

Because delays are inevitable, Michelle prefers to travel the night before an event. Please arrange or recommend a hotel close to or at the venue, or close to the airport. Michelle flies Business Class for international flights and is happy to fly Economy for domestic Australian gigs.

PHOTOS and RECORDINGS

Feel free to take as many photos during Michelle's presentation, but please, no flash photography. You agree that Michelle and her team have the right to photograph the session and use those photos online or in print. We will always discuss this with you prior to the event in case of any security or branding issues.

