

Dr. Deb Carlin A/V Requirements

Sound

Lavaliere microphone – wireless or with a long, at least 50 foot cord. It is preferred that this is not the same microphone that the introducer is using.

Staging

When appropriate, a riser/stage approximately 8' x 12' or larger. Dr. Carlin works center stage even when there is a lectern. If there is a lecturn, please positon it to the left of center by 1/3 and back from the front of the stage by ½. Dr. Carlin moves from the lecturn to the front of the stage during her presentations. Please also have a small table on stage with a pitcher of plain water and a glass. If there is need for a flip chart, we will let you know in advance of the appearance.

Lighting

Lighting is important. Please make certain that the lighting is sufficient for videotaping but not so bright as to be harsh or hot.

Recording

Dr. Carlin travels with her Partners In Excellence LLC team members who attend to her videotaping. Please allow them access and a place to be discreetly seated before and after so they can place their belongings and set the camera.

Any questions, please call. We look forward to working with you!