

In-Person Tech Rider & AV Requirements

Purpose:

This tech rider ensures that Mark can deliver an exceptional, professional talk with maximum audience impact. Please share this document with your AV team ahead of the event.

Stage & Room Setup

- **Stage Size:** Minimum 3m x 2m, clear of obstacles
 - **Lighting:** Even, bright stage lighting (no heavy backlighting)
 - **Backdrop:** Neutral or event-branded; avoid busy patterns
 - **Position:** Centre stage with clear audience sightlines
 - **Lectern:** *Not required* unless otherwise requested — Mark prefers to move freely
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Audio Requirements

- **Microphone:**
 - Preferred: Wireless headset mic
 - Alternative: Wireless lapel mic
 - Handheld mic only if headset/lapel not available
 - **Backup:** One spare mic ready for immediate use
 - **Audio Feed:** Connection to venue sound system for optimal clarity
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Visual Requirements

- **Screen:** Large projection screen or LED display visible from all audience positions
 - **Resolution:** Minimum 1920x1080 (Full HD)
 - **Connection:** HDMI connection to venue AV system (with adapter options for HDMI/USB-C)
 - **Presentation Device:**
 - Mark provides his own laptop (Windows, high spec)
 - Backup copy of slides provided in advance (PowerPoint and PDF)
 - **Clicker:** Wireless slide advancer (with next/back and laser pointer functions)
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Additional Equipment

- Flip chart & markers (black/blue) – optional, only if session format requires
 - Whiteboard – optional, only if session format requires
 - Timer visible to Mark from stage (to manage session timing discreetly)
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Rehearsal & AV Check

- **Sound Check:** Minimum 30 minutes before the session
 - **Slide Test:** Confirm correct formatting, animations, and embedded media playback
 - **Lighting Test:** Adjust for clear video recording (if applicable)
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Recording & Photography

- Recording and photography are permitted with prior agreement.
- Any recordings to be shared with Mark for potential promotional use.

Travel & Logistics

- Mark travels with his own laptop, clicker, and backup presentation on USB.
 - Access to venue and AV team at least 1 hour before the talk is preferred.
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Contact for Technical Coordination

Mark Preston – Digital Growth Speaker

Email: me@markapreston.com

Website: <https://www.digitalgrowthspeaker.com>