

# APPENDIX A

## A/V REQUIREMENTS

### **LAUREN COOK**

*All Programs*

Program Time: Approximately one hour

Sponsor agrees to provide all of the following audio-visual requirements for the Speaker:

- Wireless microphone (lapel/lavalier)
- (1) additional wireless microphone for audience Q&A
- Podium
- LCD projector with screen
- Speaker will be bringing Mac computer with VGA video connection
- Ability to play sound from computer (3.5 mm audio connection)
- Power from an extension cord
- A bottle of water would be appreciated

Contact Lauren at [cook@campuspeak.com](mailto:cook@campuspeak.com) or contact the CAMPUSPEAK office at 1 (844) 745-8570.

updated 08.19.16