



# Kevin Sweeney

Keynotes – Workshops  
Training – Facilitation

## Audio Visual Requirements

This document lists the general Audio Visual Requirements for Kevin Sweeney's engagements. For exceptions or special circumstances, please contact Kevin Sweeney.

- Wireless lavalier microphone
  - Fresh batteries and a back up microphone
- PC with DVD/CD player
- LCD Projector
- A simple stool to sit on (approximately 29 to 31 inches tall)
- Large screen (8 to 12 foot preferred)
- Riser (for audiences of 50 or more)
- Seating
  - First preference – theater or classroom
  - Second preference – “U” or “V” shape
  - Third preference – round table
- A/V technician needed
  - One hour prior for review of equipment, sequencing, and mike check
  - 15 minutes prior to presentation for mike check
  - On site during presentation for audiences of 100+