

# APPENDIX A

## A/V REQUIREMENTS

### **DR. MARI ANN CALLAIS**

*Stepping Up and Leaning In*

Program Time: Approximately one hour

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

- LCD Projector
- Screen for projector
- Sound for Laptop
- 1 Cordless Microphone on a boom stand
- 1 Cordless Microphone on a regular stand
- Direct Box for Guitar plug in or a microphone wire that can be used with an adapter
- Ability to play an iPod before the program
- A bottle of water would be appreciated

Contact Mari Ann at [callais@campuspeak.com](mailto:callais@campuspeak.com) or 985-215-1214.