

SPEAKER RIDER

Audio-Visual:

- PowerPoint slides will be provided at least 48 hours in advance of the event and should be loaded to the conference computer system and pre-checked prior to Shola's arrival - unless Shola is using his own laptop.
- Shola normally arrives one hour before his presentation for an A/V check, which must be done with attendees not in the room. However, if that cannot be accommodated, an alternative time can be arranged.
- Shola requires a wireless lavalier microphone for any group of more than 25 people. A confidence monitor and countdown clock are strongly preferred.
- It's critical to have a clear front-stage area, as Shola will be moving around the stage for maximum audience engagement. A podium at the front of the stage (center or side) blocks your audience's view of their speakers.

Scheduling & Logistics

- To create some anticipation for the session and to allow for AV setup and testing (discussed above) it's best to schedule a break before Shola takes stage.
- Because travel delays happen, Shola prefers to arrive the night before. Please arrange or recommend a hotel that's either at the venue or closer to the airport than the venue itself. Please book a non-smoking room on a high floor with late checkout guaranteed.

Slides & Handouts

- Please note Shola doesn't convert his slides to anyone's templates. Templates aren't enthusiastic and Shola's presentation slides are designed to graphically supplement his verbal content and don't mirror the words in his speech.
- Shola's full slide deck is not available for download, or for publishing as notes or a handout. If you need an outline of the presentation for educational certification requirements, one can be provided on the day of the session.
- Shola owns and retains all rights to his materials and content. They cannot be reproduced or distributed.

Recordings & Photos

- Feel free to take as many flash photos as you'd like before the talk, but please no flash during the presentation.
- You agree that Shola and his team have the right to photograph the session, as well, and use the photos online or in print.
- If we've agreed to permit recording of the session, plan ample time to test sound pick up and to verify that the sound patch doesn't interfere with the projection-output quality (sometimes an issue).
- Unless you specifically agreed to work it out, you don't have the ability or right to record and then resell or distribute Shola's talk.