

## John Spencer Ellis' Audio-Visual Requirements

By following these guidelines for staging, lighting, microphone, sound system, and presentation equipment you can guarantee John will deliver a high impact experience. Please ignore those that do not apply. If some of these requirements cannot be met, please contact John as soon as possible as he may be able to help you find a work-around.

### 1. Staging:

- John can easily work the floor (audience level), but prefers to use a stage or riser. If you're using a stage or riser, attempt to position the first row of seats within 3 feet of the stage.
- If there are more seats than attendees consider reducing seating by taping off back or side portions of the room. This brings bring the people closer and the energy up.
- If a podium is being used for introductions, set it to one side of the stage, or back a few feet from the front of the stage so that John can walk in front of it.

### 2. Lighting:

- People remember more, respond more, and laugh more in bright conditions. Turn house lights and stage lights all the way up! John needs to see their faces.
- John moves around during his speech and mingles with the audience. If the room has any spotlights, aim them for a general wash of the very front center 15 feet of the stage.

### 3. Audio-Visual Materials:

- Wireless lavalier (TIE CLIP) microphone.
- Podium microphone for introductions.
- When John is not using a PowerPoint, If possible, remove LCD projectors and screens.
- If your group is less than 150 people and program more than an hour, please provide a flip chart or whiteboard (standing) erasable markers (3 colors).
- When John is using a projector for a presentation, have someone available who know your projector well.
- 8 foot screen or larger for all PowerPoint presentations

It is also important for John to check the microphone before his presentation.

John's Mobile: (949) 683-3986  
email: [john@johnspencerellis.com](mailto:john@johnspencerellis.com)

Dr. John Spencer Ellis  
Toll Free 1-877-573-6474 (1-877-JSE-6474)  
[www.JohnSpencerEllis.com](http://www.JohnSpencerEllis.com)