

## TECHNICAL RIDER FOR EVENT TEAM & AV CREW



My job is to make your event as successful as possible. The best way to do this is by working closely together to ensure everyone knows exactly what the others are doing. This document outlines my stage, sound and vision requirements for a keynote performance. Please ensure all requests are met. Any required venue-specific changes must be agreed well in advance.



### TECHNICAL RIDER CHECKLIST

- Please provide a wireless lapel microphone so I can move easily around the stage
- Where staging allows, please provide a well-lit lectern or chest-height space for my notes
- Please provide room temperature (not chilled) still water on stage
- A courtesy monitor and timer will help me deliver a great, well-timed performance
- Please brief the event host to only use my supplied Keynote Introduction Script to welcome me to the stage. There is no need to write your own introduction. The script is available from my website or on request by email
- I like to use Microsoft PowerPoint slides prepared in 16:9 format to support my talk. Any videos and fonts featured will be embedded in the file to minimise the risk of conflicts
- I am happy to present from my own laptop (PC, not Mac) and generally prefer doing this to minimise the risk of file conflicts. Please provide a power supply, video out cable (HDMI preferred or VGA as fallback), and a 3.5mm audio out cable. I am also happy to provide a copy of my file for your use on a hot backup computer managed off-stage by the AV team
- Where an off-stage show-laptop must be used I will supply my file to the AV team up to one week before the event. You may not print or distribute the slides without written agreement and all files received should be deleted promptly after the event has closed
- I do not trust wireless presentation systems like Barco Clickshare as these often add latency and degrade video and sound quality. Please avoid their use wherever possible.
- I will use a wireless presentation remote to control the slides, either my own or yours
- Where time allows, I like to do a sound check and run through of my slides from the stage before the audience is seated, preferably no less than one hour before showtime. Please allow 15 minutes for this in your production schedule and agree the start time with me in advance
- Still photography of the performance is permitted with usage rights to be agreed in advance of the event. Video recording of the performance is not permitted, except with prior written consent in which permitted commercial or editorial usage will be agreed
- It takes a team to create a great event. I'm looking forward to working closely with you to make your event a big success. If you have questions or requests, please contact me on +44 7974 565 382 or via [contact@allister.live](mailto:contact@allister.live)