# Dr. JEROME JOSEPH | SPEAKER STRATEGIST AUTHOR

# AUDIO-VISUAL, INTERNET & TECHNICAL REQUIREMENTS

# Creating the Perfect Environment for Impact

When it comes to delivering an unforgettable keynote or masterclass, content is only half the story. The other half is the environment—built on smooth technical delivery, seamless AV setup, and the confidence that everything "just works."

This section outlines the **required technical setup** for both **Keynote Presentations** and **Masterclasses** delivered by Dr. Jerome Joseph. Each item has been included to ensure a world-class audience experience and a smooth, stress-free collaboration with your team.

We appreciate your partnership in bringing this to life.

## High-Energy. High-Stakes. High-Impact.

Keynotes are about inspiration and energy—delivered to large audiences, often with fast pacing, strong visuals, and powerful audio-visual support. To create the best experience, we've outlined the following requirements.

### MICROPHONE

- **Preferred**: Wireless handheld microphone (for mobility and voice clarity)
- **Alternative:** Wireless headset/lavalier mic (if handheld not feasible)
- Spare batteries should be available onsite

### CLICKER / SLIDE REMOTE

- Required: **Professional-grade clicker** (e.g. DSAN PerfectCue Micro)
- Must support responsive slide control and laser pointer function

### PRESENTATION DEVICE & VIDEO/AUDIO PLAYBACK

- **Primary device:** Client's **conference laptop**
  - Dr. Jerome will **test slides on this laptop 1–2 days before** the event
  - The **AV team is required to test** embedded videos and audio clips during this check and **alert Dr. Jerome if any issues arise**
- **Alternative:** In specific cases, Dr. Jerome may use his own **Dell laptop (HDMI output)**
  - Please ensure HDMI connectivity is available and tested
- Slides include **embedded videos and sound;** setup must support:
  - Smooth audio playback through house speakers
  - Proper syncing of video and sound elements

# FOR KEYNOTES

## DISPLAY & VISUAL SETUP

- **Main screen:** Large, high-resolution LED or projection screen visible from all seats
- **Comfort monitor:** Highly recommended for smoother delivery
- **Branded holding slide:** Optional, to be provided pre-event

## SOUND SYSTEM

- Venue must support both **microphone audio** and **video playback audio** (via laptop)
- AV technician should confirm correct channel routing and volume control

## AV SUPPORT

- **Dedicated AV technician onsite** for:
  - Pre-event and live support
  - Immediate response to technical issues
- **Technical run-through at least 60 minutes before event**
- **Slides to be tested 1–2 days prior,** especially for video and audio compatibility

## INTERNET CONNECTION

- Internet is **only required if the keynote involves live demos or online content**
- Please ensure stable, high-speed connection and unrestricted access if needed

## STAGE SETUP

- Open stage (podium not required unless requested)
- Good lighting, no visual obstructions
- Small table with **bottled water** nearby preferred

# FOR MASTERCLASSES

**Immersive, Hands-On, and Built for Learning.**
Masterclasses are about depth, interaction, and transformation. A strong technical foundation helps ensure flow, group engagement, and participant comfort throughout the session.

## MICROPHONE

- Wireless handheld or clip-on lavalier microphone, depending on room size and acoustics

## PRIMARY DEVICE & MEDIA PLAYBACK

- Dr. Jerome will use his personal Dell laptop (HDMI output)
  - Please ensure a **functional HDMI connection** to the venue projector
  - Laptop will be placed near the screen/projector for easy access
  - Audio should route clearly to the speaker system for video playback
  - AV team to test sound/video playback **before session begins**
- Slides include **embedded videos and sound** that must:
  - Play seamlessly from the laptop
  - Be audible to all participants

## DISPLAY SETUP

- Projector and screen must be clearly visible to all seating groups
- Additional **flip charts** (minimum 2) and **whiteboard** for live writing/drawing

## INTERNET & CONNECTIVITY

- **High-speed Wi-Fi is mandatory** for:
  - Facilitator access to online tools
  - Optional digital resources for participants
- Internet access should be reliable, stable, and available from multiple devices

# FOR MASTERCLASSES

## POWER ACCESS

- Ensure power outlets and **extension cords** are available for:
- Dr. Jerome's laptop
- Participants' devices (if laptops are used)

## ROOM & MATERIAL SETUP

- **Preferred Layout:** Cluster seating in groups of 5–7 for interactivity
- Setup should include:
  - Flip chart stands, paper, multi-colour markers
  - Name tents/cards
  - Blue tack or masking tape
  - Notepads and pens
  - **Printed or digital workbooks** (provided by Dr. Jerome)
  - Snacks, drinks, or refreshments (optional but encouraged)

## AV & LOGISTICS

- Room and all AV elements to be ready **at least 90 minutes prior to start**
- AV technician and event liaison should be present during setup and early arrivals

# Dr. JEROME JOSEPH | SPEAKER STRATEGIST AUTHOR

## OUR PROMISE: TECHNICAL EXCELLENCE FOR MAXIMUM IMPACT

We aim to create a seamless event experience where every technical detail supports a bigger story—your audience's transformation. With the right preparation and AV setup, we ensure that every keynote or masterclass becomes not just memorable—but magnetic.

www.jeromejoseph.com

Email: jerome@jeromejoseph.com
Phone: +65 9271 6973
Dr. Jerome Joseph's social media account:

| Instagram | Facebook | LinkedIn | YouTube | TikTok |