



Wani Iris Manly, Esq.

Audio & Visual Requirements

Thank you for booking Wani for your event. To provide the best experience, we request the following:

Stage and Seating

- Picture of the venue/stage and proposed seating arrangement for the audience to be emailed to Wani at least one week before to: email to Hello@houseofinspirationalbusiness.com and wani@houseofinspirationalbusiness.com.

Visual Requirements

- LCD Projector with remote and screen** for Wani to project her slides (16:9 display ratio)
- Clicker** to advance the slides. Projector screen large enough (high enough) to allow visibility to all participants (off to both sides so Wani does not walk in front of the screen)
- USB-C to HDMI adapter** for connecting Wani's MacBook Pro to the projector. Alternatively, Wani can email her slides to your team for display via your computer.
- Raised platform for presentation if possible.
- Whiteboard or flipchart**
- Two markers**
- Room temperature bottled water** available



Audio

- Sound system with wireless lavalier microphone and connection to computer for videos**
- High-quality speaker system to play any videos Wani may embed in her presentation**
- Wireless microphones and runners for interactive portions**

Tech Check

- Tech-check the day prior to the presentation
- Another tech check at least 30 minutes before the session

In case any of these are not possible, please let Wani know so her can make alternative arrangements to [Hello@houseofinspirationalbusiness.com](mailto>Hello@houseofinspirationalbusiness.com) and Wani@houseofinspirationalbusiness.com).

Wani will also provide you with her written introduction that should be used when introducing her presentation.

Wani is very much looking forward to speaking to your audience and delivering a high-impact session.

www.wanimanly.com

