

ROSS SAUNDERS

Nerd with Trust Issues

Ross G. Saunders Consulting
Toronto, Ontario, Canada
rossgsaunders.com

This document covers the technical and stage setup requirements for a Ross Saunders keynote or workshop. Share it with your AV team and production coordinator before the event. The requirements for *Key Risqué Indicators* are listed separately at the end of this document and require a dedicated production call before the event.

01

ROSS'S OWN EQUIPMENT

Ross presents using his own equipment. Nothing below needs to be supplied by the venue or AV team unless explicitly noted.

- **Laptop:** MacBook Air (own device, fully loaded with presentation)
- **Clicker:** Logitech Spotlight (own device)
- **Adapters:** The AV team should have a USB-C to HDMI adapter available at the AV table if connecting to house systems. Ross carries his own as backup. AV teams should confirm the connection type at the display end in advance

02

DISPLAY AND CONNECTIVITY

- **Preferred connection:** HDMI from Ross's MacBook Air via USB-C to HDMI adapter. The AV team should supply the adapter; Ross carries his own as backup
 - **Also acceptable:** Direct USB-C connection where the display or switcher supports it natively
 - **Fallback connection:** AirPlay to an Apple TV or AirPlay-capable display on the same network
 - VGA, DisplayPort, and wireless screen share platforms other than AirPlay are not supported
 - Slide aspect ratio: 16:9 widescreen
 - A confidence monitor (stage-facing screen showing slides) is preferred. Ross does not use a lectern or notes
-

03

MICROPHONE AND AUDIO

- **Preferred:** Headset microphone (over-ear or behind-the-head style)
 - **Acceptable fallback:** Lapel (lavalier) microphone
 - Handheld microphones are a last resort only. Ross is a mobile presenter and this will affect his ability to move freely on stage
 - Ross is a mobile presenter and will move across the full stage. Cable-free (wireless) is required
 - For standard keynotes, a wireless transmitter pack and receiver are provided by the venue. For *Key Risqué Indicators* requirements, see the dedicated section below
-

04

STAGE SETUP

- An open stage is preferred. No lectern or podium required or desired
 - Still water (room temperature) on stage
 - Where a confidence monitor is available, position it so it is visible from centre and both sides of the stage without requiring the speaker to turn away from the audience
-

05

SLIDES AND ADVANCE MATERIALS

- Upon request, Ross will share slides ahead of the session for AV team review and compatibility checks
 - Slides are provided for AV review only and are not to be distributed or shared further without written permission
 - All slide content is protected by copyright. See the Speaker Rider for recording and intellectual property terms
-

06

PRE-SESSION SETUP

- Ross will arrive at the venue at least 60 minutes before his session
 - A meeting with the AV team is required no later than 30 minutes before the session start, to confirm display connection, audio levels, confidence monitor, and clicker range
 - Access to the stage or presentation area for a brief walkthrough is required before the audience is seated
 - A green room or quiet space to prepare is requested
-

SPECIAL REQUIREMENTS

A mandatory pre-event production call is required for this keynote. Contact Ross's team as early as possible to schedule.

The keynote *Key Risqué Indicators* involves a physical prop that requires shipping, on-site assembly, stage access, and specific venue conditions. The requirements below must be confirmed before the booking is finalised. A production call will be scheduled to walk through the full details with your team.

Venue and Stage

- A raised stage is required for audience sightlines
- Minimum ceiling clearance above the stage: **10'5" / 3.175m**. This is non-negotiable. Venues that cannot meet this clearance cannot host this keynote in its full form
- Exact stage height requirements will be confirmed during the production call

Prop Shipment and Handling

- A physical prop is shipped to the venue ahead of the event. Full shipping dimensions, weight, and lead time will be provided in a separate prop brief issued at booking confirmation
- The venue or event coordinator must confirm a safe and secure receiving location and confirm receipt upon delivery
- The prop is assembled on-site by Ross or a member of his team only. Assembly, disassembly, adjustment, or modification of the equipment by venue staff, AV crew, or any third party is not permitted under any circumstances. This restriction exists for safety reasons and is non-negotiable
- The prop is stored backstage before and after the keynote. No covering or concealment on stage is required
- The prop is carried onto the stage at the start of the keynote and removed immediately after it concludes. It is not to be placed on stage during any preceding session or left on stage after Ross has finished. When fully assembled, 2-3 crew members are required to move the prop safely. Crew must be available and briefed for both the on-stage and off-stage carry cues. Carrying assistance does not constitute handling or adjustment of the equipment

Audio/Visual and Lighting

- **Microphone:** Ross supplies his own wireless system for this keynote: Shure GLXD4+ receiver, microphone, and transmitter pack. The venue must provide a power source (standard outlet) at the AV position for the receiver. The venue's AV team is responsible for connecting Ross's receiver to the house AV system. No additional wireless microphone is required from the venue
- For dark or low-light venues: a follow-spot or two fixed spots are required, operated on cue. For well-lit venues, spots are not necessary. Lighting setup will be confirmed during the production call
- Additional AV setup time beyond the standard pre-session window is required. This will be scheduled during the production call

Production Call

- A pre-event production call between Ross's team and the venue's AV and production coordinator is mandatory. This must be scheduled at least two weeks before the event

- Contact Ross's team at speaktome@rossgsaunders.com to initiate scheduling as soon as the booking is confirmed

If anything in this document raises a question, contact the team early. Most technical issues have solutions when there is enough lead time. Last-minute surprises on the day of the event are avoidable.

For the full speaker kit including bios, headshots, and supporting documents, visit rossgsaunders.com/speaker-kit.

ROSS G. SAUNDERS CONSULTING

Toronto, Ontario, Canada · rossgsaunders.com
speaktome@rossgsaunders.com · +1-437-848-4437