

# ALICIA KORTEN

## SPEAKING LOGISTICS

### Contact Information

Cell & Text: 703 362 1613

[alicia@theculturecompany.com](mailto:alicia@theculturecompany.com)

### Tech Requirements

- Head-worn microphone, preferred
- Long-range clicker (compatible with MacBook Air)
- A/V projector with HDMI port and HDMI cables
- Confidence monitors that show next screen and current screen. Two monitors placed left and right (if small stage), three monitors placed left, right & center-stage (if large stage). Monitors positioned stage level or higher.
- Wireless microphones in the audience for audience participation. Microphone runners preferred.
- Alicia's slide deck, unless otherwise instructed, will be in 16:9 format PowerPoint for Mac. Presentation will be loaded on a USB chip as well as her 2019 MacBook Air with 2 USB-C ports.

### Room Set Up

- Alicia likes to connect with her audience, including walking into the audience and bringing people on stage. Please make sure there is an easy pathway from the audience to the stage.
- Ensure water is available prior to coming on stage and on stage
- Please ensure there is an opportunity for Alicia to test the audio and visual equipment the day before your event.
- Please schedule a time for Alicia to talk with the tech team prior to arriving on site. Alicia likes to see a diagram of the room set up prior to arrival.

### Accommodations

- Quiet hotel room at conference site, preferred.

### Core Team Details

- Please discuss with Alicia opportunities to meet before the event. If there is any customization to the keynote, she recommends more than one pre-event meeting to understand your event goals and unique story. On site, she often meets with the organizing team the day before the event.
- Alicia likes to get to know your team prior to the event. Please send a list of conference organizers she will be working with (include titles).
- Alicia prefers to use the audio-visual team computer for the presentation. If using Alicia's computer, please send any slides you will be using to introduce her and your conference in advance, so she can include these in her slide deck.