



By Partners, For Partners

# DIRECTIONS NORTH AMERICA

**GOLD SPONSOR**

## **GENERAL SESSION AV QUESTIONNAIRE**

Please upload to <https://spaces.hightail.com/uplink/infoadvantage> by **February 8, 2024**. Questions? Contact Eva Chiu at [Eva.Chiu@infoadvantage.com](mailto:Eva.Chiu@infoadvantage.com).

**COMPANY:** \_\_\_\_\_

**MAIN CONTACT FOR PRESENTATION:**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

**PLEASE LIST ALL PRESENTERS AND REHEARSAL PARTICIPANTS FROM YOUR COMPANY:**

Presenters (Name, Job Title/Affiliation):

Rehearsal Participants (Name, Job Title/Affiliation):

Please list all outside performers and affiliations (if applicable):



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How would you like the Directions emcee to introduce your company and presenters?

## 5-MINUTE PRESENTATION TIMELINE:

Start:	End:	Videos, Activities, and Presenters

## AUDIO-VISUAL REQUIREMENTS:

How many devices will you be using?      \_\_\_\_ PC or Mac      \_\_\_\_ Tablets      \_\_\_\_ Mobile Devices

What connectors do your devices/display units require? \_\_\_\_\_

Will the presentation require internet connection(s)?      Yes      No      If yes, what kind?      Wired      Wireless

Will you show a video?      Yes      No

Length: \_\_\_\_\_      Format (MP4 or MOV preferred in 1080 or Full-HD): \_\_\_\_\_

Will you use PowerPoint slide deck(s)?      Yes      No

Will there be any video clips embedded?      Yes      No

Will there be any audio clips embedded?      Yes      No

Do you expect to move throughout the stage?      Yes      No

Will co-presenter(s) present from the computer table?      Yes      No

If yes, what is the nature of that presentation (e.g., a demo)? \_\_\_\_\_

Please list any additional specialized Audio, Visual or IT needs: