



Conference Tips - Chalk and Talk

We've come a long way from the **blackboard / white chalk** presentations... or have we?

Many still prefer to use an overhead projector rather than a laptop computer driven PowerPoint presentation.

However for those who have moved to the latter option there is much to consider.

Using a computer or laptop requires a data projector to transfer the image up on to the screen. In data projectors a VGA machine is ideal for PowerPoint presentations. For Excel spreadsheets or web sites you'll need an XGA projector to achieve a sharp clean image.

Videos and DVD's can be played through either resolution projector with little noticeable difference in image quality. The projector should be of at least 1,000 lumens (brightness) for a 6x4 screen, the bigger the screen (in the same room situation) more lumens will be required.

Most venues have in-house or onsite audiovisual expertise that will coordinate with you in meeting the needs of your conference with current 'state of art' equipment.

Problems usually arise when guest speakers arrive with incompatible equipment of their own which takes a flurry of activity from the technical staff to address and then may not be usable.

It's imperative to keep in touch with all of your presenters and clarify their exact audiovisual needs and share those needs however simple with your conference audiovisual provider.