

This is the 'rider' for Kevin Humphreys DSC. It explains the ideal way to set up for your event to maximise optimal outcomes for your audience.

Over the past several years Kevin has presented to thousands of people. As such, he has learned a great deal about what works and what doesn't work so well.

The following "rider" sets out the elements of an ideal presentation set up, with a few helpful hints to make everything go smoothly. While we would prefer it if you could ensure all details are adhered to, there is room for flexibility. And if you have any ideas that can make things even better, we're all ears!

PREPARATION

WHAT SIZE AUDIENCE IS BEST?

Kevin speaks to audiences ranging from a meeting room of 6 people through to theatres of over 2000 people. The fees remain the same regardless of the audience size. If you feel that you do not have sufficient numbers for the expense, combining with another work unit, business or faculty may help to make the talk a reality.

SURVEY

Some groups have increased the success of their event by inviting leadership and participants to provide any specific questions/concerns prior to the event. This can be done via email or creating a questionnaire (survey monkey or similar).

This is also terrific as it provides Kevin with specific questions to respond to during his presentation that are relevant to your audience (if time permits).



PUBLICITY

We are happy to provide you with information, pictures, bio, etc via a complimentary marketing pack. Please contact us at welcome@kevinhumphreys.com.au to request your pack.

DISTRACTION FREE ZONE

We do NOT recommend combining the talk with a concurrent activity in the same space (ie, lunch). Feedback and testimonials all show that you can hear a pin drop for the entire presentation so giving the audience the ability to focus intently without distraction will produce the best result for them.

Note – Breakfasts, luncheons or dinners that are structured for a speaker as part of the program are entirely different. At such events people are expecting to sit and listen. Kevin is happy to speak at such events.

JUDGEMENT FREE ZONES

Kevin's presentations can be confronting for some people. He works hard to ensure his presentations are safe and that people leave having reflected on their own and others circumstances, but always feeling empowered, uplifted, and positive.

It is important that everyone who attends is able to feel this from the time they book until well beyond the time they leave.



Rider

COMMUNICATION

There are no silly questions. If you're not sure of anything, please reach out to us anytime at welcome@kevinhumphreys.com.au.

Our staff will contact you two weeks prior to the event to confirm your preparation and gather key pieces of information such as:

- Venue. Address and exact building and room number/name, preferably with map.
- Parking space depending on Kevin self-drive or cab/uber.
- Host. Who will meet Kevin on arrival.
- Arrival time. What time you need Kevin there.
- Time and length of keynote.
- Copy of program.
- Audience questions from survey.
- Who will be introducing Kevin.
- Who will Kevin hand back to.
- Anything else you want Kevin to know.

ON THE DAY

THE VENUE

Do ensure the room is comfortable (space, ventilation and air temperature), has adequate lighting, and is quiet.

Also make sure the venue has adequate parking and provide a park for Kevin if needed (confirm his travel arrangements of self-drive or cab/uber prior to the event)



*Rider***EQUIPMENT**

Kevin prefers to use his own laptop computer (Macbook) and brings his own wireless clicker (although it is always helpful to have one on standby for unforeseen failures).

A projector and screen (16:9 ratio) with HDMI connection are required for all his presentations. Kevin will supply his own adapters to ensure connections work.

Please provide a microphone and speakers. For a presentation to more than 30 people, Kevin normally uses a microphone (lapel mic preferred) to ensure everyone can hear clearly. However, a microphone and speakers may be required for smaller audiences depending on the acoustic qualities of the room and outside noise.

WATER

A glass or bottle of room temperature water for Kevin during the presentation can be a life saver!

BOOKS AND RESOURCES

We ask that Kevin be allowed to offer his books and other resources for sale at the back of the room before and after the event (where applicable).



We appreciate you reviewing this document. While most of it is common sense, we wanted to give you these pointers as we have found that presentations are more likely to be successful when we can adhere to these points.

We look forward to being with you. Participants usually leave Kevin's seminars feeling empowered, positive, and equipped with things they can do immediately to make their workplaces, and their lives happier, be better people, and have a positive impact in their relationships.

THANK YOU

Service and Contribution are both important to Kevin. That's why he supports the [UN Global Goals](#), specifically 3 (Good Health and Wellbeing) and 16 (Peace, Justice and Strong Institutions) through a partnership with [BIGI](#).

Kevin also founded [Cor Infinitus](#) to provide dignity and respect to the families of those that have served our nation and taken their own life. By supporting Kevin, you support his ongoing international and national contributions as well. Thank you.

