

Workshop Rider

The following requirements are requested to ensure a high-quality, engaging experience for your audience.

AUDIO/VISUAL

- ☐ **Projector**
- ☐ **Internet Connectivity**
- ☐ **Portable Microphone:** If one is not available, please let us know
- ☐ **Tech Support for Setup**

FLIP CHARTS

- ☐ **Flip Chart Stands & Paper:** Two (ideally)
- ☐ **Sticky Wall Pads or Blue Tack:** For displaying flip chart pages on walls
- ☐ **Flip Chart Markers:** Thick markers, assorted colours

WHITEBOARD

- ☐ **Whiteboard:** In-room or portable
- ☐ **Whiteboard Markers:** Thick markers, assorted colours

STATIONERY

- ☐ **Post-it Notes:** Regular Size
- ☐ **Pens:** For writing in workbooks and on post-it notes

ROOM LAYOUT

- ☐ **Cabaret Style is Preferred:** If other, please advise