ABSTRACT PRODUCTIONS

EVENT PLANNING RESOURCE

VIDEO EQUIPMENT CHECKLIST

LED walls, projection, cameras and streaming

Every screen, source and feed in one place. Tick what your program needs so we can size the video package and crew correctly.

DISPLAYS

Decide what the room sees before choosing gear.

- [ ] Main screen: LED wall or projection with size and pixel pitch
- [ ] Side or IMAG screens for large rooms
- [ ] Confidence monitors for presenters on stage
- [ ] Lobby, breakout and overflow displays
- [ ] Digital signage for wayfinding and sponsors
- [ ] Screen aspect ratio and content resolution

CONTENT & PLAYBACK

Bring the deck, we will make it play.

- [ ] Slide decks, videos and walk-in loops with delivery deadline
- [ ] Presenter laptops and required adapters
- [ ] Media server or playback system with backup
- [ ] Presentation switcher and preview monitors
- [ ] Lower thirds, countdown clocks and sponsor rotations
- [ ] Show graphics templates and brand assets

CAMERAS & CAPTURE

Anything you want to keep or send out of the room.

- [ ] Camera count and positions (FOH, stage left/right, roaming)
- [ ] Camera operators or robotic PTZ package
- [ ] Video switcher, comms and a director position
- [ ] Program record for post-event editing
- [ ] Photo or highlight capture needs

STREAMING & DELIVERY

Hybrid audiences need their own plan.

- [ ] Streaming platform and destination (Zoom, YouTube, custom)

- [ ] Bonded internet or hard-wired venue circuit
- [ ] Remote presenter feeds and return video
- [ ] Closed captioning or live translation
- [ ] Recording deliverables, file format and turnaround

NOTES

START A QUOTE

Call 504-837-1527 / 877-597-2595 | sales@abstractproductions.net

abstractproductions.net/contact?service=video