

**MARK EATON** Team Building Expert

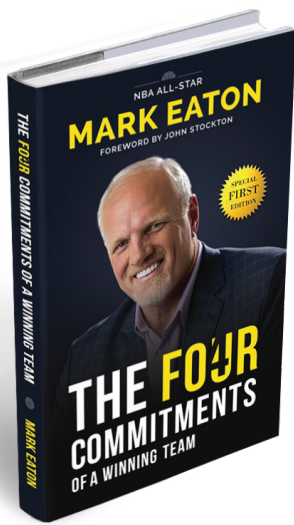
# THE FOUR COMMITMENTS OF A WINNING TEAM

## AUDIO VISUAL & ROOM SET-UP REQUIREMENTS

- **Microphone:** Lavalier microphone
- **Projector and Screen:** Projector and screen with HDMI connector cable and audio cable. Mark has a PC laptop with a 2 minute intro video embedded in his PowerPoint presentation. His laptop should be wired into a high-quality sound system.
- **No podium.** If you plan to use a podium, please locate it stage left or stage right to keep the center of the stage open and clear.
- **Lighting Suggestions:** A bright, well-lit stage and dark background helps keep audience focus on the stage and the speaker.
- **Table:** Table (4'x6' or larger) positioned in back of room or outside of meeting room for book signing, products and evaluation forms. **PLEASE HAVE SOMEONE ON HAND TO ASSIST MARK DURING THE BOOK SIGNING.**
- **Music Suggestions:** Upbeat energetic music when people enter the room will set the tone for a great meeting.
- **Pens or pencils** needed for attendees to fill out handout during the interactive portion of Mark's program. The handout will be provided for distribution to attendees.
- **Audio Visual (AV) Technician Contact:** Mark will need to meet with an AV technician one hour before his presentation begins and/or participants enter room (whichever is sooner) in order to conduct AV checks. Please provide the AV technician's contact information.
- **Seating Suggestions:** When seating, please fill up the front rows first. We recommend setting up only the number of chairs for the expected number of attendees. Please try to ensure that all chairs point toward the stage.

**For any questions,** Please contact Heidi McKeever at (435) 565-1585 or [heidi7ft4@gmail.com](mailto:heidi7ft4@gmail.com).

*Thank you!*



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## INTRODUCTION (to be read before Mark speaks)

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- Our speaker is an NBA All-Star and the foremost expert on teambuilding in the business world today.
- Tens of thousands of people have had their lives transformed through hearing his astounding story of triumph and record-breaking success.
- Today you will hear his action packed presentation, “The Four Commitments of a Winning Team”.
- And you’ll learn how you can apply the secrets of professional sports teams to take your life and organization to the next level.
- If you’re ready to start playing a bigger game you’re in the right place!
- Let’s take a look at a few of his NBA highlights! (Pause for 2 minute video)
- Please help me welcome: Mark Eaton!

## CONCLUDING REMARKS (to be read after Mark speaks)

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- Mark, thank you so much! That was truly a \_\_\_\_\_ and \_\_\_\_\_ speech!  
Mark will be in the back of the room to take photos and sign books or posters.
- Please fill out Mark’s evaluation form. Your feedback is appreciated and will help Mark be of greater service.
- Also, if you’d like to win an executive coaching session with Mark, please check the red box on your evaluation form to enter the raffle and you may be one of the winners to have a one on one coaching session with Mark via phone.