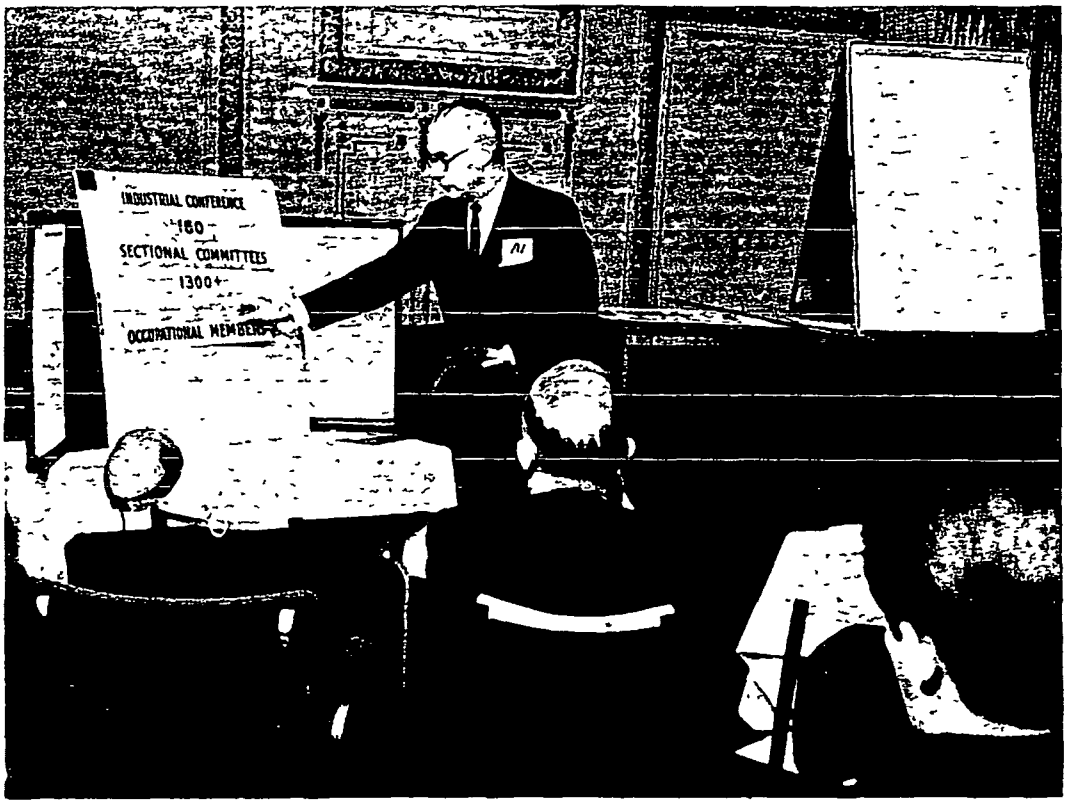


FIG 14–8 —A portable spot light helps illuminate visuals when used in a poorly lit area Spot can be clamped to back of chair or mounted on a light-weight tripod stand A 500-watt bulb is sufficient for an 8-ft wide area Also note now unused chart (right) is kept covered in order not to distract the attention of the audience

they do not create tripping hazards

Pointers

A pointer is a necessary item when a speaker is using a chalk board or charts and may be helpful with other types of aids as well A pencil or a finger is a poor substitute for a pointer

Use of a pointer enables the speaker to face the audience and at the same time easily relate his words to the visual material Do not play with the pointer—this distracts from the presentation Do not touch the visual or the projection screen with the pointer—it may move the visual or screen, or even mar it

If visibility is a problem, a pointer with a fluorescent painted tip will be helpful In a darkened or semidarkened room, a battery-operated or 110-volt pointer can be used to project a spot of light or a bright arrow onto a screen from a considerable distance

A high visibility electric pointer is useful even in a fully lighted room when the speaker must stand at some distance from his chart or screen

A telescoping, pocket-size pointer is useful for speakers who must carry a pointer with them

Amplifying and recording systems

If the acoustics in the room are bad or if outside noise makes hearing difficult, an amplifying system will be needed for successful presentation of an audio-visual aid This is