

Patrick Leddin, PhD

MEETING PLANNING GUIDE

Thank you again for selecting Patrick Leddin, PhD to address your audience. Patrick will tailor his presentation to your audience and conference objectives. Below you will find the answers to many frequently asked questions.

Presentation Delivery

- Patrick custom designs each of his keynotes. For this purpose, he requests all clients to complete his pre-event questionnaire and schedule a call with him one month prior to your event.
- Patrick arrives at the meeting room at least one hour prior to his speaking time to test all A.V. equipment and ensure his PowerPoint has been loaded onto the computer.
- Client needs to provide the following:
 - A laptop loaded with Patrick's PowerPoint, LCD projector with a remote, screen, high-speed wireless internet, and a wireless lavalier microphone.
 - Client's logo so Patrick may use it to customize his PowerPoint slides. If a client-created PowerPoint template is required, it needs to be provided *30 days* prior to the presentation date.
 - One bottle of Water.
- If handouts are being used, approximately *one week* prior to the talk, we will provide you with an electronic version of the handout for reproduction and distribution. If you need it earlier, please advise us as quickly as possible. Handouts should be printed on 8½" X 11", preferably 28lb paper in color.
- Patrick dresses in business casual attire unless otherwise directed.
- Patrick's introduction is provided below. Client needs to share this with the emcee and ask the emcee to read the introduction *exactly* as provided.
- Patrick recommends his book, *The 5-Week Leadership Challenge*, for all attendees and offers discounted volume pricing plus shipping. Speaker is happy to autograph books once on site.
- Photographs are permitted if Client agrees to share electronic copies with Patrick.
- Video recording is not permitted without prior approval and Client signing Patrick's video *authorization form*.

Travel and Hotel Requirements

- Client agrees to make and prepay for one to two nights hotel accommodations. Once the reservation is made, please send us a confirmation.
- Patrick requests a nonsmoking room with a king-size bed. Early arrival or late check out is often required depending on the time of his keynote and flight schedule.
- Patrick appreciates two bottles of water in his guest room upon arrival.
- Patrick is responsible for making his own air arrangements.

To learn more, contact Patrick's Business Manager Michele Lucia at 214-543-0844 or mlucia@ADLSpeakers.com or his Logistics Coordinator Jamie Estes at 614-657-5384 or jamie@adlspeakers.com.

Promotional Support

Visit Patrick's [resource page](#) on our website to find Patrick's bios in various lengths, photos, topic descriptions, and more. Do not find what you need? *Please contact us.*

Patrick Leddin Introduction

For more than three decades, our speaker today has been leading teams and studying leadership. His hands-on leadership experience has ranged from working with soldiers, as a U.S. Army airborne infantry ranger-qualified officer to senior corporate leaders for KPMG Consulting and FranklinCovey.

He is a *Wall Street Journal* best-selling author of *The Five-Week Leadership Challenge*. For more than three years he has hosted the popular weekly *Leadership Lab Podcast*.

He is an associate professor at Vanderbilt University where he teaches Corporate Strategy, Negotiation, Advanced Marketing, and Crisis Management.

He is also an avid outdoorsman and mountain climber...his climbing feats even include Mount Kilimanjaro.

Today he is here to share ideas about how you can be the leader you were meant to be.

Please welcome - Doctor Patrick Leddin.

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