

HOW

READ FOR AN AUDIENCE

ARRIVING AT THE VENUE

from the Twice 5 Miles guide
How to Read for an Audience
by James Navé & Allegra Huston

- Turn off your phone!
- Identify where you'll enter the stage and walk to your position. Be aware of anything that might make you trip.
- Place a bottle or glass of water where you'll be able to reach it.
- Locate the entrances and exits, so that you won't be startled by someone arriving late through an unexpected door.
- Set up any recording device. Frame it so that no audience is visible.
- Place your mailing list sign-up form on the signing table.
- Review the stage from the back of the room, to make sure there's no random door accidentally left open or other visual distraction.

