



ePoster Formatting Guidelines & Video Instructions:

Go to our YouTube Channel: [EPOSTERBOARDS](#), for more instructional videos.

You have the option to upload ahead of time by: Monday, April 10, 2017

IMPORTANT: Due to difference in operating system standards and character sets, **mathematical formulas should be converted to images.**

General Guidelines:

- Recommended fonts: Calibri, Arial, Times New Roman
- Font size: larger than 28 pts
- Slide/Poster size: 40.97x23.04, which is a 16:9 ratio.
- Single or Multiple pages slides/may be used for poster. Note there is a 5 slide limit.
- Multiple slides/pages should be used if there is additional content, images, graphs and videos that need to be displayed on your poster.
- If multiple pages are used, slides/pages need to be set for “mouse click” for each slide/page to advance.
- Videos, animations, graphs and images can be embedded into your poster.
- Embedded video may be displayed in the following formats:
 - .mov, .mp4, .m4v and mpeg
- The eposter layout should be landscape orientation.
- Any presentations with embedded videos should be saved as a PPTX file and the video files should be submitted along with the presentation.

IMPORTANT: Due to difference in operating system standards and character sets, mathematical formulas created in Windows often don't display correctly on MAC OS, even in PowerPoint. Therefore, its highly recommend that you save formulas as

images.

Presenting From Your Own Device:

You will need to bring your presentation on a flash drive and present it from our machines. We also recommend bringing a backup file in your laptop or have it saved in your e-mail. We will have Surface Touch Screen Tablets on-site, which will support the following presentation formats:

- PowerPoint
- PDF*
- Standard video files, such as .mov, .mp4, .m4v and mpeg.
- Prezi (run off of web on either computer options)

*PDF files have limited capability to loop, therefore they are recommended only for single page presentations, and are generally discouraged. If you only have PDF available, and it is multiple pages, it is best to import those pages into PowerPoint so the presentation may loop and be navigated.

Making the Most of Your Presentation

ePosters offer a very flexible format, and there are several methods you can use to optimize your presentation. The goal of your presentation should always be readability. You are no longer constrained to a single-page poster, so if you have a lot of information, it's a good idea to split it up across multiple pages. There are a few key methods that can be used in conjunction with multiple pages to make your presentation interactive and flexible.

Videos

Videos can be used to add animation and content density to a presentation. Consider the following use cases:

- Show a rotating molecule or some other scientific model
- Make a looping video of multiple tables or charts
- Show a video of your work in progress
- You may embed a link to a youtube or other Internet video, which will launch in a browser.

Hyperlinking

Hyperlinking is a method of navigation within a presentation. You may hyperlink

text or images to jump to other slides in your presentation. Common use cases are:

- Having a main page with an overview, and have links to subsequent pages with more detail
- Make it possible to click on a small graph, chart, or image and navigate to another slide with a full-screen version of that image.
 - Add a home button or full-screen object to link back to the page that launched the full-screen image.
- Combine these techniques to make a very interactive and dynamic presentation.
- If you use these methods, it is recommended that you disable “Click to advance to next slide”, as this can disrupt the intended flow of your presentation.

Qr Tag Creation

If you wish to include a QR tag in your poster with embedded information, you can easily find a free website to create one. These sites take text input, and generate a QR tag image that you can download and import into your presentation.

Here are a few website that we have used:

<http://www.qrstuff.com/>

<https://www.the-qr-code-generator.com/>

<http://goqr.me/>