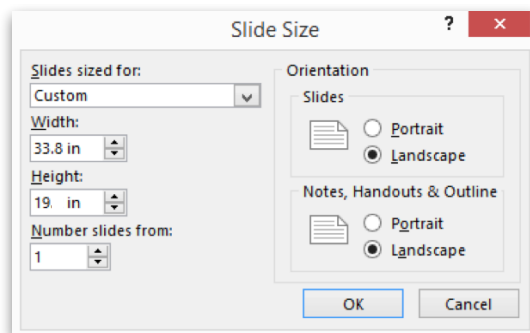


## Format and Page Size Requirements For Your PowerPoint ePoster™

-The most effective ePosters use more graphics than text-

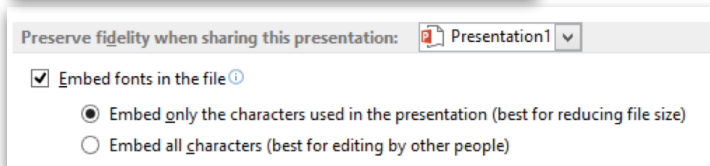
### PC Windows:



Go to the “*Design Tab*” click on “*Slide Size*”, on the drop down menu choose **16:9**, then click “*Custom Slide Size*” set it to: “*Custom*” and then set “*width*” to **33.8 in** then set “*Height*” to **19.0 in.** (**critical setting**).

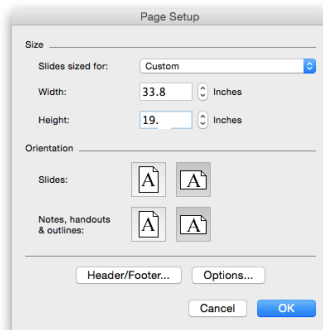
Set to “*Landscape orientation*”.

Click “*OK*” to finalize.



*For PC's:* To be safe **save your fonts**. In PowerPoint go to “*Options*” then to “*Save*” then at bottom of “*Options*” set to “*Embed Fonts in file*” and choose “*Embed only the characters in the presentation*”

### MAC:



Go to the “*Themes*” tab and at the far left click on “*Page Setup*” then select “*Wide Screen (16:9)*”.

Select “*Page Setup*” again holding left mouse button and go to bottom of the tab to select “*Page Size*” then select “*Custom*” and set the width to **33.8** then set height to **19.0** (**critical setting**).

Set to landscape by clicking on the right horizontal orientation icon.

Click “*OK*” to finalize.

**VIDEO:** For a video on a kiosk it should be at least 720p, maximum 1080p, lower resolutions will not look as good on the UHDMI monitor but is acceptable. On the kiosk, a video slider control will allow for the pausing, rewinding and fast-forwarding of your video. Keep the video length as short as possible. Your video can have audio. Save as a single stand alone mp4 video file.

**SUBMIT:** After following the above specifics you now have a rather large “slide” to create your poster. Save as .PPT or .PPTX file and submit.

You are allowed to submit one slide only, just as if it were a paper poster.

Please submit Videos as a single mp4 video file.