

Poster Formatting Guidelines

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. **Please convert formulas to images.**

General Guidelines:

- Recommended fonts: Calibri, Arial, Times New Roman
- **Recommended font size: 28pt or larger**
- Slide/Poster size: 40.97x23.04, which is a 16:9 ratio.
- Single or Multiple pages slides/may be used for poster **(Max 5 Slides)**
- Multiple slides/pages should be used if there is additional content, images, graphs and videos that needs 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- **No more than 5 minutes of videos to be included in your presentation.**
- Embedded video may be displayed in the following formats:
 - .mov, .mp4, .m4v and mpeg
- The poster layout should be landscape orientation.
- Poster ppt templates are available for download through the conference website.
- Any presentations with embedded videos should be saved as a PPTX file and the video files should be submitted along with the presentation

Kiosk Guidelines

Your poster sessions will be done in Kiosk Mode. Kiosk mode means that we receive the presentation ahead of time, then combine multiple presentations into a single presentation with a menu and navigation buttons. This ensures that it's easy to swap between different posters that are on the same screen. There are some things to consider:

- We will disable the 'click to advance' feature, and instead place navigation buttons in the upper-right corner of the presentation.
- Due to not being able to 'click to advance', please make all **animations** work on a timer, instead of on mouse-click.
- Please ensure that your poster is the correct size. If not, it will be forced into the correct size, and the poster may be distorted.

Making the Most of Your Presentation

Posters 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. You may not have more than 5 slides. 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.

NOTE: No more than 5 minutes of videos to be included in your presentation.

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.

Animations & Transitions

Transitions are PowerPoint and Keynote concepts that allow for animation of objects in a presentation. Consider adding them to slowly introduce content so as not to overwhelm the viewer. They can also be used to fade content in and out, creating a dynamic or context-sensitive environment.

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/>