

E-Poster template instructions

Design Team

Slidecrew¹



E-Posters

Our E-poster tool allows attendees to browse through all posters. With an intuitive interface for zooming, swiping and searching, Attendees can even open the e-posters on their phone using a QR code.

Uploading E-posters is easy. The poster is automatically available within seconds of the presenter uploading it. This is how you deal with digital posters in the 21st century.

Moderated E-posters

E-Posters at your venue are customizable for exhibitors, presenters and general information.

Upload posters the same, simple way that speakers submit presentations onto the portal.

E-poster App

Speakers can create their own posters as single page presentations. After uploading, posters are available for display within seconds for attendees to browse.

New posters, or updated versions are just as simple to upload and make available.

The E-poster portal is also available online, accessible anywhere for viewing or download.

QR-code Scanning

Our E-poster tool and other programs support QR codes. Attendees can quickly access content on their devices. QR codes can also be used for easy access directly to event or business websites.



How to Edit Your E-Poster

We can provide you with some templates with various content options so that you can use the one that best suits your content without having to edit some of the basic elements of the E-Posters.

If you need help with the editing of these E-posters, you can contact our Technical Service and we will help you.

Methods

E-posters will be converted into high resolution images, then made available on screens at the event, where attendees can peruse them and, in particular, zoom in on points of interest. So to get the best out of your E-Poster, we recommend:

- Using high resolution images and charts where possible.
- Keeping text as text, even in your images, so that no resolution is lost in conversion.
- Posters will be provided in portrait orientation, but the high resolution of the E posters should give you the space to relay all the information you want.

Results

Once you have designed in your E-poster to your liking, check it over once more, save it, then follow the appropriate upload link found in the email you received from us with this template.

A drag-and-drop area will open up where you can put your E-poster. Once it is uploaded, your poster will be converted and made available immediately, or as soon as your event starts.

References

1- Slidecrew: Our software helps you create your conference, from building your schedule, or importing it from other apps, down to organising speakers and ensuring their presentation files are in the right place at the right time.

E-Posters Tutorial

Authors of the E-Poster

Companies and Associations of the E-Poster



Reference Guides

In the templates for the E-posters, you can find some guides that will serve as a reference for the sizes of the margins and where to place some of the elements.

Don't see these guides? In the PowerPoint options bar you must go to View and activate the guides.







Title of the E-poster

Authors of the E-Poster
Companies and Associations of the E-Poster

Margins Between Head Elements

Apart from using the guides as a reference for the margins of the E-Posters, we are going to use boxes with sizes specified according to the space that should be left between elements or sides.

In the image above this text, you will find a reference image on the spaces to take into account in the head of the E-Posters. These are:

-  Side margins of the black box and between the text and the Head logo. ***Real size.**
-  Top and bottom margins of the black box. ***Real size.**
-  Space Between Title and Authors. ***Real size.**
-  Space between Authors and Companies/Associations in the E-Poster. ***Real size.**


Head Font Sizes and Image

Title: Its initial size will be 26pt, and may vary depending on the volume of content. Minimum 2pt higher than the font size of Authors and Companies/Associations.

Authors and Companies/Associations: Your initial size will be 14pt. This size can be reduced in case of very long texts, but never less than 10pt. The colors of the texts must be respected.

Image: This image must respect the maximum width allowed, specified with the White box. In order to respect the margins between the text and around the head box.

Margins Between Content Elements

 Margin of the white content boxes to be respected on the 4 sides. ***Real size.**

 Margin inside the white content boxes to be respected on the 4 sides. ***Real size.**

In the image above this text, you will find a reference image on the spaces to take into account in the content boxes of the E-Posters. These are:

Box corners can change their radius when resizing. Check them out!

Content Font Sizes

Title: Statements will be in bold, and always in a font size 2pt larger than the generic text. The size will start in 12.5pt and the minimum of it will be 10pt.

Text: The text size will start at 9pt, and its minimum size to reduce will be 7pt.

In the same E-poster All content boxes must use the same font sizes and measurements.

Images

The images must be edited manually, so when inserting it into the document, its format must be specified:

Image Width: 10,05cm	image
Image Height: According to shadow	
Color: Black	Blur: 4pt
Transparency: 79%	Angle: 90°
Size: 100%	Distance: 0pt

Template 1

Authors of the E-Poster

Companies and Associations of the E-Poster



Introduction

Introduce your text here. (This font size is for documents with low volume of text)

Results

Introduce your text here. (This font size is for documents with low volume of text)

Objectives

Introduce your text here. (This font size is for documents with low volume of text)

Discussion & Conclusion

Introduce your text here. (This font size is for documents with low volume of text)

Methods

Introduce your text here. (This font size is for documents with low volume of text)

Chart Example 2

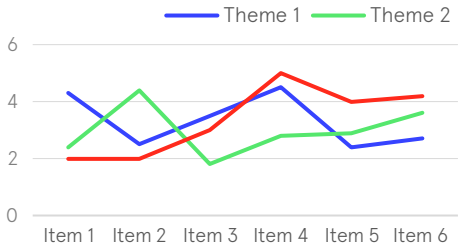


Chart Example 1

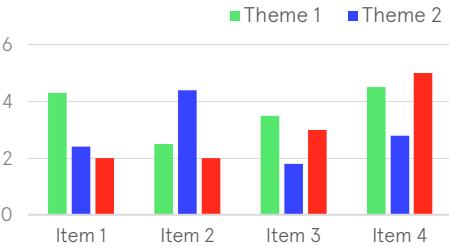
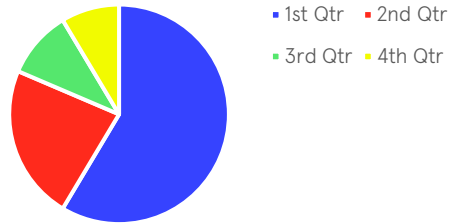


Chart Example 3



References

Introduce your references text here.

Template 2 – Two text lines on the head title



Authors of the E-Poster
Two lines of text

Companies and Associations of the E-Poster
Two lines of text

Introduction

Introduce your text here. (This font size is for documents with medium volume of text)



Objectives

Introduce your text here. (This font size is for documents with medium volume of text)



Methods

Introduce your text here. (This font size is for documents medium volume of text)

Results

Introduce your text here. (This font size is for documents medium volume of text)



Discussion & Conclusions

Introduce your text here. (This font size is for documents medium volume of text)

References

Introduce your references text here.

Template 3 – Two text lines on the head title long text



Authors of the E-Poster
Two lines of text
Three lines of text

Companies and Associations of the E-Poster
Two lines of text
Three lines of text

Introduction

Introduce your text here. (This font size is for documents with high volume of text)

Results

Introduce your text here. (This font size is for documents with high volume of text)

Objectives

Introduce your text here. (This font size is for documents with high volume of text)

Discussion & Conclusions

Introduce your text here. (This font size is for documents with high volume of text)

Methods

Introduce your text here. (This font size is for documents with high volume of text)

References

Introduce your references text here.