

Poster Submission Guidelines

- Download the [Poster Template](#) to begin editing on your device.
- Do not change the margins. If the margins are changed, this may cause issues when printing your poster.
- You do not need to use all the content blocks provided in the template and can delete these blocks as needed to fit your content.
- Please ensure that you have these sections in your poster: Problem, Solution, and Benefits.
 - This will help show the reader your idea in an easy-to-read layout.
- When editing, keep these writing guidelines in mind:
 - Keep each section clear and concise and use simple language. This will ensure the viewer at any level can understand the problem, solution, and benefits of your presentation.
 - Avoid the use of acronyms.
- Do not include any confidential or proprietary information (non-material public information) on your poster.
- All images should be in high-res format in either JPG or PNG. This will ensure they will be clear in digital and physical versions.
- Ensure the poster is uploaded in PowerPoint file format and follows the designated naming convention: **[Presenter Name]-[Poster Name] Poster.ppt**

Video Submission Guidelines

- Videos must not exceed **1 minute in duration** and **5 GB max file size**.
- The video must focus solely on you speaking directly to the camera about your poster submission. Do not include additional props, resources, or visuals in the recording.
- Record in "portrait" orientation, keeping yourself clearly within the camera frame.
- The poster should not be included in the video; submit the poster as a separate file. The video should focus solely on the presenter(s).
- Ensure the video is uploaded in mp4 file format and follows the designated naming convention: **[Presenter Name]-[Poster Name] Video.mp4**