



## FAQ Page

### **What are the screen dimensions?**

The actual useable screen size is 40.97 x 23.04. Slide or page sized should be set to these dimensions for best results.

### **What are the stand dimensions?**

- Landscape Mode
  - Height – 83½” (~7ft)
  - Width – 43½” (3.6ft)
  - Depth – 38 1/3” (3.2ft)

### **Are portrait or landscape presentations accepted?**

For the CSWE Annual Meeting, we will only be accepting **landscape** presentations.

### **Which presentation software's are installed on the computers/tablets?**

All of the electronic posters should be created using our landscape power point template. Please download the template from the conference website.

### **Average number of pages in an e-poster?**

On average, presenters will normally have 3-5 pages of content on their e-posters. Additional pages can be used for hyperlinked (enlarged) images, rotating graphics or for videos.

## **How large can the e-poster files be?**

We suggest limiting your e-poster file size to 100 MBs or less.

## **How should I save my presentation?**

The eposter files should be saved as last name. first name.

## **What's included with an ePosterBoard?**

Each ePosterBoard consists of a 47 inch flat-panel monitor, mobile stand, shelf, mac mini w/ mouse device or surface touchscreen tablet, and cable connectors.

## **How do I advance slides?**

Presentations will be setup to advance manually using the navigation buttons that we will embed into the presentations. We provide a mouse device with each ePosterBoard so that you can advance your presentation at your own discretion.

## **Is there on-site technical assistance?**

Yes, we provide technical assistance both before and during the conference. There will always be at least 2 ePosterBoards technicians on-site to assist the presenters with questions.

## **How much energy do the ePosterBoards use?**

All of the ePosterBoards are low energy systems that only use 110 Watts of power. Each ePosterBoard (monitor and mac-mini computer/surface tablet) can use up to 1 Amp of power.

## **Is there assistance with e-poster creation?**

Yes, we have expanded our ePosterBoards service to include an e-poster design business. Our poster designer will custom design an interactive and dynamic e-poster for you with all of the contents that you provide for him. Please contact our designer, Andrea Moya

(Andrea.moya@eposterboards.com), for more information on prices and designs.

### **How do I send in my e-poster?**

All of the e-posters can be sent directly to the ePosterBoards staff via their website. Here is the link to the upload page: <http://eposterboards.com/e-poster-upload/>. Please make sure to send us any video files that you have in your e-poster presentation.

### **What should I bring to the poster session?**

Please make sure that you bring an electronic copy of your presentation with any multimedia files on a flash drive to the event.

### **When are the e-posters due?**

All of the e-posters should be submitted by **September 22<sup>nd</sup> 2017** at 5 p.m (EST).

### **Can I edit my poster on-site?**

We can accept minor changes to the posters, but everything will be formatted in the e-poster kiosks. We would like to limit the amount of last minute changes, so please make sure to send us the final version of your presentation by **September 22<sup>nd</sup> , 2017**.

### **Who should I contact for eposter formatting questions?**

If you have questions about formatting your presentation, please contact our tech support team at: <http://www.eposterboards.com/support/>.