

## **Outline of Poster Preparation**

### ●Poster Specifications

- Size: Portrait A0 (Height: 1189 mm x Width: 841 mm)
- File type: PDF format
- File size: up to 10MB

### ●Notes on Poster Preparation

- There are no restrictions on text layouts and fonts.
- Hyperlinks might become invalidated.
- GIF animation does not work. Please use still images only.
- We recommend using single-color components as opposed to gradation, as gradation may not come out properly.
- We recommend using font size normally accepted in ordinary (non-digital) poster presentations.

### ●Notes on PDF output

- If you use PowerPoint to prepare a poster, generate PDF file by using [Export] function.
- Make sure to embed fonts when generating PDF. In case of PowerPoint, select [Option] > [PDF/A Compliant].
- There are no special rules on file title.
- Do not set up a security password on the PDF file.

●The outsourcing contractor will add the following security protections on the received PDF before presenting them as e-posters:

- Download prohibition
- Copyguard
- Prohibition of direct link from external sites

### ●File submission

- Upon logging on to your [My Account] of Confit, which you used to register for participation and presentation, please proceed to [Final Submission].
  - Upload deadline: 17:00 on March 3, 2021 (Wed)
- \*Uploading is available from 13:00 on February 24, 2021 (Wed).

- Please observe the uploading deadline, as the outsourcing contractor needs to add security features to each file in time.
- You cannot replace PDF files after the deadline. Please make sure to submit the final version before the deadline.