Scientific Poster Presentations

Tip Sheet

How to order
Contact Ginger Singleton at MegaBytes
ginger@megabytesdigital.com
678.513.9500

Timeline
- 5 to 7 business days

Cost
- Average = $275 to 600
- **Your cost = $0**
  - o Must use approved template, printed by Megabytes
  - o Cost covered by Children's Marketing & Communications department

To ensure a faster turnaround time
- Be sure your content has been finalized before you submit it. Edits are more difficult during the design process, and extend turnaround time.
- Do not use Calibri font (often the default in ppt), even within charts and graphs. Standard fonts, e.g. Arial, Times or Tw Cen MT, are easy to read.
- Specify the desired width x height when content is submitted.
- Submit any edits or corrections to the proof via email; do not submit a new powerpoint.

Images
- Approved images can be found on Careforce
  - o Departments → Marketing and Public Relations → System Messaging and Marketing Templates → Logos and Photos
- When using images not found on Careforce, **always** obtain permission and/or give photo credit.
- Contact your service line marketing rep for additional ideas, including free stock photo sites.

Questions
Jen King
Manager, Communications
jen.king@choa.org
404.785.7593

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