

TLEF AND ALT-2040 FUND POSTER SHOWCASE: DESIGN GUIDELINES

<p>SIZE</p> <p>All posters must be designed in landscape orientation.</p> <p>Width = 1,651 px Height = 1,238 px @72 dpi (minimum)</p>	<p>HEADING</p> <p>The heading area at the top of the poster should include:</p> <ul style="list-style-type: none"> • School/Department/Unit/Campus • Project Title • Project Team Members • Funding type (TLEF or ALT-2040 Fund) 	<p>FONT</p> <p>All posters should display the UBC Whitney font. If you do not have access to this font, please use Arial.</p>
<p>TEMPLATE</p> <p>Please utilize the PowerPoint template provided.</p>	<p>FOOTER</p> <p>The PowerPoint template includes the UBC publication bar along the bottom.</p>	<p>COLOUR</p> <p>Please use either the UBC colour palette or your department colours. Limit your poster to no more than 2-3 dominant colours.</p>

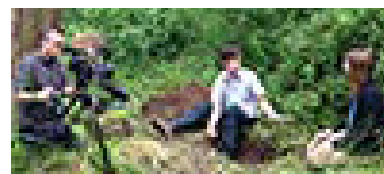
ACCESSIBILITY CHECKLIST

CLEAR LAYOUT

- Use the column layout provided to clearly separate your information.
- Clearly label each section with the appropriate heading (e.g. Abstract; Methods; Results).
- Emphasize your results with simple figures, graphs, and tables.
- Keep things simple. Adopt a minimalistic design to help avoid unnecessary confusion.
- Emphasize your results with figures, graphs, and tables.

FUNCTIONAL IMAGES

- Use images that convey information, including Alternative Text (alt-text) descriptions of the image's content or function.
- All graphs, charts, and maps include contextual or supporting details in the text surrounding the image.
- Images that are purely decorative contain empty alternative text descriptions. Descriptive text is unnecessary if the image doesn't convey contextual content information.
- Image resolution should be a minimum of 72 dpi at the actual size.
- Save images as .jpg and line art (e.g. graphs) as .png files.
- Web images may have poor resolution. View your images at 100% magnification to ensure they look clear.



Images with poor resolution

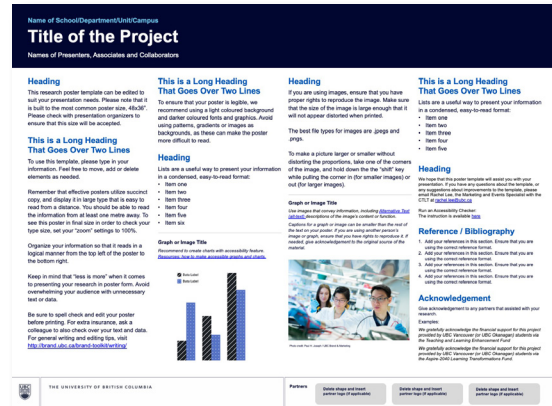
- When scaling an image, remember not to make distortion.
- Add photo credit (e.g. Photo credit: Paul H. Joseph / UBC Brand & Marketing).

INTENTIONAL USE OF COLOUR

- Do not rely on colour to convey information. Instead, add icons, shapes, patterns, textures, font differences, hue differences and descriptions to supplement important information.
- Use a colour-blind friendly palette. Avoid using green, and other certain colour combinations such as Blue & Purple or Blue & Gray.
- Use the [Adobe Colour Contrast Checker](#) to ensure your colour choices are visually accessible.

RECOMMENDED TEXT SIZES

- Title - 110pt
- Department/Presenters - 42pt
- Heading - 52pt
- Copy - 36pt
- Graph/Image Title - 32pt
- Graph/Image Caption - 28pt
- References/Acknowledgements - 28pt



ACKNOWLEDGMENT

In recognition of the students' contribution to the TLEF, established in 1991 in conjunction with the Board of Governor's decision to raise tuition, and to the ALT-2040 Fund, established in 2015, we request that you include an appropriate acknowledgment in dissemination activities related to your project.

For example:

"We gratefully acknowledge the financial support for this project provided by UBC Vancouver students via the Teaching and Learning Enhancement Fund" or "We gratefully acknowledge the financial support for this project provided by UBC Vancouver students via the Aspire-2040 Learning Transformations Fund."

CONVERT THE POSTER IN PDF

Once your poster design is completed, export the poster in a **PDF**.

To create an accessible PDF from PowerPoint:

1. [Run the accessibility checker](#) in PowerPoint before generating a PDF (Review>Check Accessibility).
2. **Windows:** File>Save As or File>Save a Copy | **Mac:** Save the PDF in OneDrive, open in PowerPoint for the web and download as a PDF. The instructions are available on the [Microsoft website](#).

SUBMITTING YOUR POSTER

Please upload the PDF file labeled according to project lead's full name to celebratelearning.ubc.ca/poster: "2024-TLEF-Poster-[project lead's full name].pdf" or "2024-ALT-2040-Poster-[project lead's full name].pdf"