



DATE 19

DESIGN, AUTOMATION & TEST IN EUROPE

25 - 29 March, 2019 · Firenze Fiera · Florence · Italy

The European Event for Electronic
System Design & Test

Audio/Visual Template

prepared by Jano Gebelein

Logos are allowed on this page only!

Audio/Visual Guidelines

- **Introduction**
- **Electronic projection**
- **Presentation Installation**
- **Form considerations**
 - **General remarks**
 - **Choice of template**
 - **Colors**
 - **Tips**

Introduction

- Please read the **“Guidelines for Audio/Visual Presentation”** on the DATE web pages
- Remember: Your written paper is available to your audience prior to your presentation
 - It presents your contribution in detail
 - Many of those in the audience will have already read or glanced through your paper
- **Your presentation to the audience should be less formal and less analytical and you must make every word count!**

Electronic Projection

- **DATE will only support one means of visual aid consisting of the use of a video projector connected to a laptop computer with Microsoft PowerPoint 2016 or Adobe Acrobat PDF Reader v1.4 compatible file formats**
- **Microsoft PowerPoint presentation is recommended for the following reasons:**
 - **Animation capabilities**
 - **Widely available and well equipped to convert between various formats**
 - **Embedded audio and video support**

Presentation Installation Procedure

- Information about how and when to make your files available can be found in the **"Guidelines for Audio/Visual Presentation"** on the DATE web pages
 - <https://www.date-conference.com/av-guidelines/>
 - Read this information carefully!
- Presentation devices will be provided by DATE, **using your own laptop or mobile phone for the presentation is NOT ALLOWED**
 - switching devices takes too long, projector can switch to sleep mode
 - adapters not available, custom resolutions resize projection diameter
 - batteries can run out of power, popups disturb experience, ...

Presentation Installation Procedure

- **There will be a pre-conference slide installation procedure**
 - **The upload website location and the required password will be sent to all speakers via email before the conference**
 - **Updates can be done on the same website using the same procedure**
 - **Please use a memory stick to transport your presentation to the DATE venue in case something went wrong with the upload**
 - **There will be technicians available at A/V-Office to guide you in case of any trouble with embedded video files**
 - **Please check your presentation at A/V-Office before your timeslot**

Choice of Template

- **This template is proven to be well suited for technical presentations at the venue as well as for the subsequent publication on the DATE website**
- **This template provides more than usual space to accommodate the often different needs of a technical presentation versus a business presentation**
- **This template is preconfigured to embed fonts and preserve picture quality for presentation**

Colors

- **Try to use only colors that convert for black and white printing**
- **The distinction between blue and black for text and thin lines is especially weak**
- **Red filled-in objects (circles, rectangles, etc.) with white text are well-suited for highlighting important text**
- **Be aware that the contrast of your computer monitor is much higher than that of a projector in a partly lit room**

Tips

- **Formulas: use the Microsoft Equation Editor, MathType fonts (don't forget to embed your font set), or even small pictures**
- **Use clipart only when it helps to state your point**
- **Use at least 1½ pt. line width in drawings**
- **Stick with one transition effect throughout your presentation**
- **Stick to Miller's Magic Number**