

The logo features a stack of three light blue squares on the left, with the letter 'e' in white on the top square.

# PosterBoards

#eposters

eposterboards.com

## ePoster Design Service

- 1) Researcher completes our user-friendly online "Design Project Request" form: <http://www.eposterboards.com/project-request/>. This form will provide our team with information such as: which application the e-Poster should be designed in, slide/poster dimensions, background and banner colors, special instructions, and Meeting/Conference title and date
  - 2) Within 24 hours of form submissions, our team will quote the project and provide draft due dates (first and final)
  - 3) Once the quote and dates have been approved, our design team assigns a secure and personalized ShareFile folder to project, and requests all color swatches, graphics, videos, icons, and content to be uploaded into the assigned ShareFile.
  - 4) 1<sup>st</sup> draft of poster is submitted via the assigned ShareFile, and an e-mail reminder is sent to the poster's author
  - 5) The author of the e-Poster is to submit edits via ShareFile
  - 6) Based upon edits our design team makes corrections to the e-Poster and submits final draft
- \*At any point during this process, if changes need to be made to the e-Poster, the e-Poster Design team should be contacted via email ([andrea.moya@eposterboards.com](mailto:andrea.moya@eposterboards.com)); ensure that the "Project #" is in the email's subject line.

### ePoster Design Pricing:

	Standard Rate:	Rush Rate:
ePoster edits/refresher	\$80	\$110
Basic e-poster: 1-3 pgs.	\$90	\$130
Basic e-poster with multimedia	\$100	\$150
Multi-page e-poster: 3+ pages	\$110	\$170
Multi-page e-poster with multimedia	\$120	\$190

Base prices do not include revisions of the ePosters, additional hourly charges will be quoted based on the complexity of the project.

### ePoster Options:

Basic: 1 – 3 pages/slides

Basic Interactive/Multimedia: 1 – 3 pages/slides with video, animations, graphics and sound

Advanced: 3+ pages/slides

Advanced Interactive/Multimedia: 3+ pages/slides with video, animations, graphics and sound

e-Poster Edits/Refresher: making edits, size modifications, etc to already developed e-poster or re-formatting e-poster for a venue's e-poster system...