



*Society for
Epidemiologic
Research*

PRESENTATION GUIDELINES

ACCESSIBILITY GUIDELINES

ORAL PRESENTATIONS

- Use a font size of 20 or greater
- Use sans serif fonts such as Calibri or Arial
- Use contrasting colors (white text on dark background or dark text on a light background).
- Use plain language. [See the CDC's Guidelines for examples](#)
- Check accessibility using your [PowerPoint Accessibility Tool](#)
- If you include images or graphs, [add alt text](#)
- If you include a video, add captioning.

ACCESSIBILITY GUIDELINES

POSTER PRESENTATIONS

- Main findings should be between 72- and 150-point font
- All other text should be at least 36-point font.
- Use sans serif fonts such as Helvetica, Arial or Verdana
- Make sure font colors contrast with the background, such as black text on a white background or white text on a dark background.
- Use between 1.2 and 2.0 line spacing.
- Have your research and graphs available in a QR code for attendees who are blind/low vision to access or for any attendee to view later. QR code should be at least 5"x5".
- Do not place text over images.
- Use 300 dots per inch, or dpi, when saving images. Avoid copying and pasting images from the web that are below 250Kb.

PRESENTATION TIPS

- Read aloud everything on your slide.
- Always describe the images or figures. For example, "The image on this slide shows a woman riding a bike on the new two-lane bike path".
- Use descriptive language for figures and graphs. For example, "this map of Montana shows..." rather than saying "this shows".
- Speak loudly, clearly and directly into the microphone at a moderate pace.
- Use active words and short sentences. Words should reinforce visual material.
- Use inclusive and culturally sensitive language.

DISCLOSURES / CONFLICT OF INTEREST

- Include the following elements in a presenter disclosure:
 - Name of Presenter
 - Title of Presentation
 - Name of Commercial Interest
 - Information about Nature of Relationship
 - Financial Disclosure Means The Role They Play Or Service They Provide In Exchange For Some Form Of Compensation (E.G., Employment, Management Position, Independent Contractor Including Contracted Research, Consulting, Speaking And Teaching, Membership On Advisory Committees Or Review Panels And Board Membership).
 - Repeat for each Commercial Interest
 - If Presenter has no relevant financial relationships that must be disclosed as well.
 - *"No relevant financial relationship(s) exist."*