ARTWORK GUIDELINES

NEI SATURDAY MORNING LIVE

	Feb. 25	April 29	August 26	Sept. 23
VIRTUAL EXHIBIT DEADLINES				
50-words or less company overview	Jan 24, 2023	March 28, 2023	July 25, 2023	Aug 22, 2023
Vector file (AI or EPS) company logo. To be placed on the NEI Synapse Virtual Half-Day platform				
Link to your virtual exhibit or micro-site				
VIRTUAL INDUSTRY SYMPOSIUM DEADLINES				
Session title (required)	Jan 24, 2023	March 28, 2023	July 25, 2023	Aug 22, 2023
Session overview, (50-words or less)				
Presenter names, credentials, titles, and headshot				
Presenter emails. NEI will send meeting invites with Zoom links.				
ARS/Polling questions (if any), optional (NEI will use Slido)				
Session handouts, ISI, or PI information, optional				
Session recording Video specs: 16:9 aspect ratio, resolution full HD (1080p), MP4 container				
Virtual room monitors (full names, emails, roles)				
Symposium tech check, dry-run or pre-recording with presenters & moderator. Please provide all your available dates/times and let us know if you are pre-recording or presenting live. *Note: Symposia time slots are only allocated 60 minutes in total, please plan for 40-45 minutes of presentation and 15-20 minutes of Q&A.*	Feb. 13-17, 2023	April 17-21, 2023	Aug. 14-18, 2023	Sep. 11-15, 2023

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	Feb. 25	April 29	August 26	Sept. 23
VIRTUAL POSTER DEADLINES				
Poster title (required) Session overview, (50-words or less) Presenter names, credentials, titles, and headshot Presenter emails. NEI will send meeting invite with Zoom links. Virtual room monitors (full names, emails, roles)	Jan 24, 2023	March 28, 2023	July 25, 2023	Aug 22, 2023
Poster Session tech check, dry-run or pre-recording with presenters & moderator. Please provide all your available dates/times and let us know if you are pre-recording or presenting live. *Note: Poster sessions are only allowed 30 minutes in their entirety, please plan for 15-20 minutes of presentation and 10-15 minutes for Q&A.*	Feb. 13-17, 2023	April 17-21, 2023	Aug. 14-18, 2023	Sep. 11-15, 2023

NEI Review Policy: All advertisements must be approved by NEI Saturday Morning Live show management. NEI's review process takes 2-3 business days. Materials received after final due dates are not guaranteed to be reviewed or fulfilled