

Presentation Guidelines

Deadlines

FINAL – Presentation Submission: January 12, 2026

FINAL Presentation Submissions are encouraged for ALL Speaking Sessions

All final presentations will be made available as part of the conference proceedings beginning the opening day of the conference, January 20, 2026. All full-time conference attendees will receive an email with a link where they can download the presentations during or after the conference.

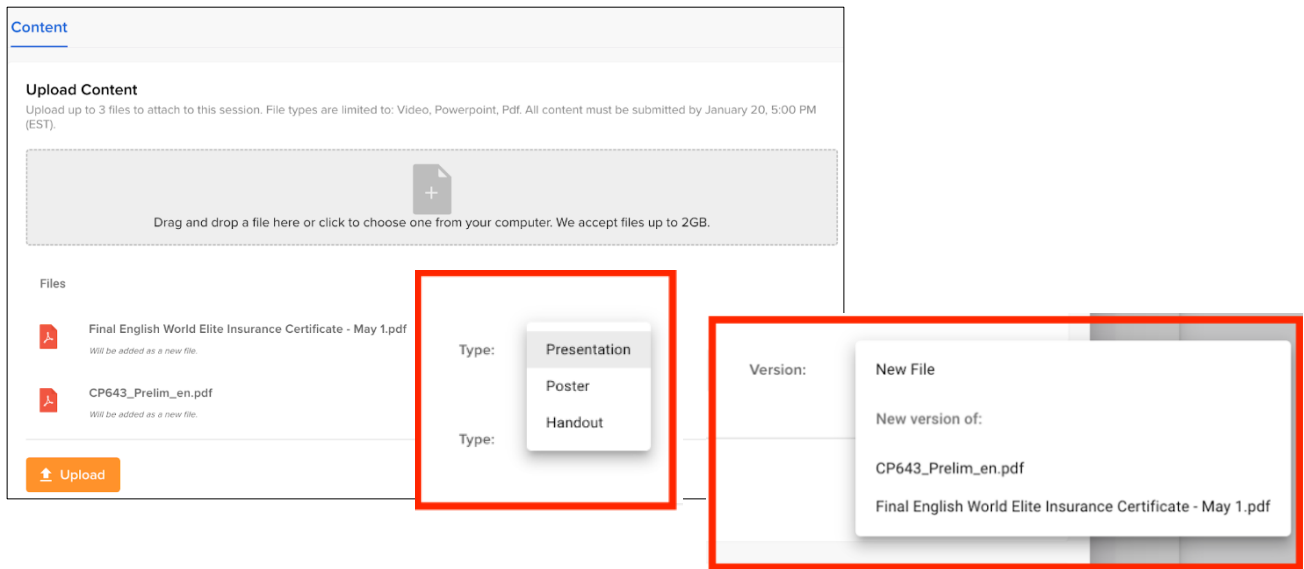
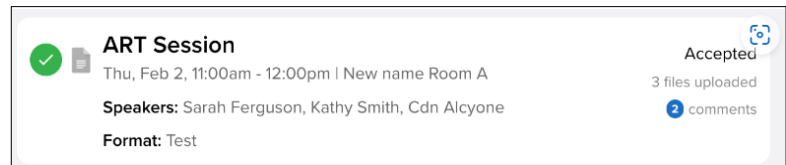
If you have multiple presentations, please create a ZIP file to upload. **Our system supports only one downloadable asset per session.** [Click here to learn How to Make a Zip File.](#)

Submission Guidelines for *Presentations*

- POWERGEN™ 2026 Power Point slide templates must be used for opening and closing slides.
 - Template Link: <https://www.powergen.com/program/speaker-hub>
- Your opening slide should contain:
 - Title of presentation as listed in the program
 - Name(s) of presenter(s)
 - Date of presentation
- Closing slide should contain:
 - Name(s) of presenter(s)
Email address(es) and/or phone number(s) of presenter(s)
- Utility logos may be used on each slide, however, **vendor logos must be limited to the opening and closing slides ONLY.**
- Be sure your presentation covers the title/topic of the presentation.
- Keep font size to a minimum of 24 points. Beware of using elaborate fonts since they may not be available on computers used at the conference. We recommend universal fonts such as Arial or Times New Roman which are clear and easy to read as well.
- Beware not to place too much information on one slide. We recommend keeping verbiage to less than 6 lines per slide. Include visuals in your slides.
- File size cannot exceed 2GB.

Guidelines for *Uploading* your *FINAL* Presentation

- 1) Convert slides to PDF, if possible.
- 2) Log in to your Dashboard using your email and password to upload your FINAL presentation. Please use the following link to login: [PGI Speaker Dashboard](#)
- 3) Once logged in, click on the session you would like to upload content for. Session will be listed at the top of your portal.
- 4) Within the pop-up window, add your file by either dragging and dropping or selecting the file from your computer.
 - a. **TYPE:** Content type should be set as Presentation.
 - b. **VERSION:** If you need to update any previously uploaded files, select the old file under "Version". If new, select "New File".



- 5) When done, click the orange "Upload" button when complete.
 - a. **ALL PRESENTATIONS DUE: JANUARY 12th, 2026**

*If you have any issues or questions, please contact our Conference Team,
PGIConference@clarionevents.com*