

General guide

- Recommend keeping body text black or dark to ensure everyone in the audience can read from any distance.
- Keep text on the slide minimal. Slides with talking points and bullet points are more engaging.
- Use 3 to 5 colours in your colour palette.
- Use consistent and clear visual elements.
- Keep total slide count to under 20 for presentations and 3-4 slides for panel discussions.
- All text on page may be changed and any reference to ITEC is not required.

Example font sizes:

TITLES: 36PT

SUBTITLES: 32PT

BODY: 20 - 24PT

Use large images and graphs to captivate your audience and explain your points.

